



Child Care Full Time Program 2017-2018



For ages 18 months – five years old

Weekly program is year round

Full day (6:30 – 6:30) or short day (8-3)



One time non-refundable \$100 registration fee due with application. A separate supply fee of \$100 is due upon enrollment and every six months.

Child care tuition is weekly, due whether or not your child attends. You may take two weeks off unpaid, during the calendar year, after attending three months.

Younger preschool (toddlers – three year olds who turn three after Sept. 1, 2017)

Monday – Friday	\$210 (full day)	\$180 (short day)
*Three days	\$155 (full day)	\$125 (short day)
*Two days	\$125 (full day)	\$90 (short day)

Older preschool (three – five year olds, threes must be three on or before 9/1/2017 and full potty trained)

Monday – Friday	\$195 (full day)	\$160 (short day)
*Three days	\$150 (full day)	\$120 (short day)
*Two days	\$110 (full day)	\$80 (short day)

****Part-time days must stay the same each week and be approved by director.***

School in the Pines – 19027 Joanleigh Drive

schoolinthepines.com – 281-288-6402

School in the Pines is owned and operated by Amanda and Joe Maisonneuve. Amanda graduated from Texas A&M with a BBA. She has extensive experience in caring for and teaching children of all ages, and has been an employee of School in the Pines since her parents opened in 1984. Joe is a graduate of the University of California with a BBA, and has a strong computer and business background. Joe has been a part of School in the Pines since 1994, when he and Amanda began their premier Summer Camp programming. Amanda and Joe have four children, two school-age daughters, both adopted from Haiti, and two young adult sons (one at UT, Austin and one at Klein Collins). All our staff are qualified, receive ongoing training, are CPR/First Aid certified, and have recent teaching experience with preschool and school-age children.

Hours/Holiday/Tuition: We follow Klein ISD calendar for inclement weather days and student holidays, however we are open for child care on most student holidays (not weather days). School will be closed on major holidays, July 4th, Labor Day, Thanksgiving Thursday and Friday, Christmas Eve and Day, New Year's Day, Good Friday, and Memorial Day. Tuition due each Monday for that week, late fee of \$20/day starts Wednesday. Cash, credit cards (except AMEX) and checks accepted. Return check fee is \$35.

Enrollment: Application must be complete and signed, agreeing you have received informational policies. We will email parents with policy changes, at least two weeks before change. Medical forms due before first day of school. Vaccinations must be current and documented. Children turning four by Sept. 1, 2017 must have vision/hearing test. TB test requirements are set by health dept. and not required at this time. Children do not participate in field trips.

Drop off/Pick up: Parents will walk children in and out of school. Children will only be released to parent or other adult listed on application. ID will be required for person other than parent to pick up. Arriving after 3:00 (short day) or 6:30 (full day) will result in a late fee of \$15 per fifteen minute increment.

Visits/Concerns: Parents are welcome to view their child's classroom at any time. To address any specific concerns, please phone or email the school and we will find

a time for you to speak to child's teacher. Emails and phone calls are almost always answered the same day.

Items at School/Clothing: Please label everything, lunch box, backpack, sipper cups, jacket, etc. to avoid lost items. Toys should be left at home, as they can become easily damaged or lost. A small security item is fine for young children. Dress your child in comfortable play clothes they can easily remove to use the bathroom or for diaper change. Overalls, onesies, and belts with difficult buckles are difficult for potty and diapering. Remember we will be exploring outdoors, doing crafts, and may get messy. Sandals, flip flops and cowboy boots are dangerous for our playground. Please wear close-toed shoes and socks. Send your child a backpack daily, and a complete change of clothes including socks and shoes.

Diapers/wipes: Children in diapers or pullups should bring a large supply of their own diapers/wipes to school upon enrollment. We will label all items with your child's name/initials and inform you when more are needed. You may send replacement wipes to go in original container.

Health/medication: Children may not attend school if they have signs of a contagious nature: fever, fever w/rash, two or more bouts of diarrhea or vomiting, lethargy, or abnormal breathing. Children may not come back to school until fever-free (without medication) 24 hours, and otherwise symptom free. Parents will be called to pick up a sick child. We will inform (to the best of our ability) parents of communicable diseases that could affect your child. If your child is injured at school, we will inform you in writing, by a phone call, or both. Prescription medicine may be given at lunchtime only, with proper documentation (ask at front desk). Twice a day antibiotics should be given at home. Over the counter pain reliever and cold medicine will not be given. Children should stay home if they are taking these.

Outside play/naps: All children will play outside on a daily basis, weather permitting. Children may not stay inside due to injury/illness. If child is too sick to be outside, they should stay home. Please send a warm coat or jacket with your child, on cold days. If attending summer camp, we will play in small splash/wading pools.

Emergencies: Emergencies will be handled on an individual basis. We will assess the situation, and 911 dialed immediately if needed. A parent will be called right away if their child requires medical attention beyond what we can provide. We will attempt to reach the second parents if first cannot be reached. We will use cell, then work, then home numbers. If parents cannot be reached, we will call those listed on emergency card. PLEASE keep us up to date on all contact info. Relocation to Lemm Elem 19023 Joanleigh Dr., if needed. Detailed emergency plans available upon request.

Parties: At times during the year, parents are asked to bring treats to a holiday party. We will use SignUp Genius for parent volunteers. You may send treats to celebrate your child's birthday. (juice boxes, cookies, cupcakes, krispie treats are best). If providing birthday invitations, please send enough for entire class.

Snacks/lunch: Snacks are served each day mid-morning and afternoon, and water provided throughout the day. Lunch brought from home should be ready to eat (we cannot heat up or refrigerate food) and in a way child can feed themselves. Please do not send Lunchables with shredded cheese, pasta buckets, can soup, etc. Children are encouraged to bring water bottle or sipper cup. Children may purchase a hot lunch daily (menu w/price at front desk).

Additional: Certain gang-related criminal activity or engaging in organized criminal activity within 1000 feet of this center is violation of the law and is therefore subject to increased penalty under state law. As we required by Texas law, we provide a comfortable place for breast-feeding mothers. You also have the right to breastfeed or provide expressed milk for your child while in care. You may view a copy of the Texas Minimum Standards and our most recent inspection report, available at the front desk. This copy must remain at school. You may visit the child care licensing website for more info: www.dfps.state.tx.us. You may contact our local child care licensing office by calling 936-756-1551. Our teachers are trained to recognize and prevent child abuse, including annual training to increase employee and parents' awareness of prevention techniques and warning signs for child abuse and neglect, strategies for coordination between school and community, and actions parents of child abuse or neglect victim should take for assistance and intervention. You may phone child abuse hotline by calling 1-800-252-5400 or online at <http://www.txabusehotline.org>. Our teachers are not currently required to obtain voluntary vaccines (i.e. flu or pneumonia)