

# Purchase Children's Center Enrollment Application



## 2023 - 2024

Welcome to the Purchase Children's Center. All applications will be accepted beginning at 9:30am on Tuesday, November 15<sup>th</sup>. Applications are processed based on priority and the order received according to the list below.

### Priority Categories

1. Siblings of currently enrolled students in the 2022-2023 school year
2. Purchase Residents
3. Legacy Applicants: Siblings or children of former students
4. All new applicants

After November 15<sup>th</sup>, 2022, complete the information below and submit all applications as soon as possible. If you have any questions, please call or email the school office at 914-949-2636 or [Preschool@PurchaseHouse.com](mailto:Preschool@PurchaseHouse.com).

## Teddy Bears 2 Year Old Program Enrollment Application (2021 Birthdays)

Student's Name: \_\_\_\_\_ Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Age (as of Sept. 1, 2024): \_\_\_\_\_  
(Last) (First) Month Day Year  
Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
(Street) (City) (State) (Zip)  
Gender:  Boy  Girl Toilet Trained? Yes  No  Special Requests: \_\_\_\_\_ Application Date: \_\_\_\_\_  
Allergies, Medical Conditions, or Special Needs if any: \_\_\_\_\_

### Teddy Bears Two Year Old Program Hours: 9:00am to 11:30am

5 Days/Monday – Friday \$12,000

Mother or Guardian Name: \_\_\_\_\_ Home Phone (If different from student): \_\_\_\_\_  
(Last) (First)  
Address (If different from student): \_\_\_\_\_ Business Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Father or Guardian Name: \_\_\_\_\_ Home Phone (If different from student): \_\_\_\_\_  
(Last) (First)  
Address (If different from student): \_\_\_\_\_ Business Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Please read and sign our Enrollment Policies on the reverse side.

# Purchase Children's Center Enrollment Policies 2023 - 2024

## **REGISTRATION**

Students must be 2 years of age by December 31, 2023. Classroom selection MUST be submitted on the application. Every effort will be made to honor your classroom selection. Enrollment space is based on the number of students permitted per classroom. Applications will be processed in the order received and enrollment cannot be guaranteed.

## **PAYMENT**

A deposit check of \$1,800 per child is to accompany each application. The initial \$1,800 deposit is NOT REFUNDABLE. Beginning in July 2023, invoices will be issued on the first of the month with a payment of \$1,800 per child due by the 20<sup>th</sup> of that month. Monthly billing will continue until March 1<sup>st</sup>, 2024 at which point the balance is due in full. If additional charges are incurred after the balance is paid, they are due by the 20<sup>th</sup> of the month in which they are assessed.

## **REDUCTIONS AND CANCELLATIONS**

There are no refunds for a reduction in enrollment unless the student is replaced from a waiting list. Under no circumstances is the deposit refundable. No refunds or adjustments on paid or unpaid balances will be permitted. Enrollments are non-transferable. No fee or program adjustments will be granted for student absences.

## **GENERAL**

Medical reimbursement accident insurance is included in the classroom fee. The School will release children to either parent or persons authorized by same on site at any time during the day if parental arrangements for pick-up have been made beforehand with the office. All visitors may be required to sign in at the office. Medical forms complete with records of up-to-date immunizations must be completed with doctor's and parent's signature by August 15, 2023. Due to New York State regulations, failure to comply will affect enrollment status.

I understand that the school will make my email, phone number and mailing address available to the school population for carpool and play date purposes unless directed otherwise in writing. The school is given irrevocable permission and authorization to use the child's photograph, portrait or image in connection with the school's brochure, web site, video or any other means of promotion or advertising.

Purchase Community, Inc and Purchase Children's Center, Inc. reserves the right to refuse the enrollment of any child or to cancel this enrollment agreement at any time based on its sole and exclusive determination that the child's physical, mental, or emotional condition, would prevent that child from participating safely and satisfactorily in the programs offered; would prevent the child from interacting positively with other students or staff; or would negatively impact on Purchase Children's Center's ability to offer its fundamental services. The school can initiate the cancellation of this agreement and the dismissal of the child if, during the school year, the child or his/her agents exhibits unacceptable behavior which prevents our staff from safely supervising him/her or proves detrimental to himself/herself, other students or staff as determined by the Executive Director.

I enroll my child for the 2023 - 2024 school year and agree to the Release accompanying this application and the policies as stated herein. I further agree to abide by all school rules as outlined in the Parent Handbook which is posted on the school's website: [www.PurchaseChildrensCenter.com](http://www.PurchaseChildrensCenter.com).

Signature of Parent or Guardian

Print Name of Parent or Guardian

Student Name

Date

**Office Use Only**