



# SACRED HEART

## Early Learning Center

### Program Information 2018-2019

**Grade Levels:** 18 months-4 years old (age as of September 1<sup>st</sup> of current year for all classes)

Toddler Class-18 months to 35months

Preschool Class-3 year olds to 4 year olds

**Prerequisite of Enrollment:** All students entering preschool class must be potty trained

**School Day:** 7:45am – 3:00pm (Monday-Thursday) No extended care is available

7:45am-2:00pm (Friday) No extended care available

Drop-off (arrival) begins at 7:45 am Monday through Friday

Dismissal begins at 3:00 pm Monday through Thursday and 2:00 pm on Friday

**Program Day Options:** 3 day program option Monday/Wednesday/Friday

5 day program option Monday/Tuesday/Wednesday/Thursday/Friday

**School Uniform:** Students are not required to wear a uniform, appropriate seasonal clothing is permitted for Sacred Heart Early Learning Center students. No open toe shoes or sandals are allowed. An ELC spirit shirt can be purchased to participate in wearing every 1<sup>st</sup> Thursday of the month.

**Lunch:** Lunch must be provided from home. Sacred Heart ELC will provide a morning and afternoon snack. Items packed from home for student lunch will not be permitted to be heated or cooked.

**School Supplies:** Students must purchase an EPI school pack online available the month of June for classroom supplies. If unable to make the purchase in June, a list of supplies needed will be posted on the website and will need to be purchased for the first day of class. Once supplies are diminished teacher will send a request to replenish needed class supplies to the students' parents.



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### Tuition & Fees Information 2018-2019

**Application Fee:** \$35 (non-refundable) Due upon submission of application

**Registration Fee:** \$575 for 3 day program and \$635 for 5 day program (non-refundable). Due upon acceptance of student per school calendar year and or reenrollment of student.

**Supply Fee:** Supplies will be purchased by parent for the 2018/2019 school year online the month of June. If unable to purchase online parents will be given a supply list for student to have the first day of class.

#### Tuition per School Calendar Year 2018-2019:

3 day program option Monday/Wednesday/Friday

Total per school year 2018-2019 \$5753 (\$575.30 per month x10)

5 day program option Monday/Tuesday/Wednesday/Thursday/Friday

Total per school year 2018-2019 \$6353 (\$635.30 per month x10)

**Tuition Payment:** Sacred Heart ELC will accept tuition paid in full by check or credit card. A monthly payment plan is offered through FACTS for tuition processing and collection beginning in the month of July and ending the month of April for the 2018-2019 school year. Please note FACTS charges an enrollment fee for the calendar year to utilize collection of tuition. This fee is independent of Sacred Heart Early Learning Center and goes directly to FACTS. The ten monthly payment option available through FACTS can be deducted via ACH bank draft or credit card. **Note all credit card payments will be accessed an additional 2.75% fee. A \$45 fee will be levied on all returned checks.**

**Application Form and Fee:** Applications are accepted year-round, however admission depends on space available. A waiting list will begin when a class is closed and will be maintained according to date of application. Re-enrollment is open to current students and non-current students in February 2018. Space is limited per class.

**General Information:** Sacred Heart ELC Program admits students of any race, color, religion, or national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. Sacred Heart Catholic ELC Program is an equal opportunity institution in administration of its education policies, admission policies, and other school-administered programs. Please note Sacred Heart ELC Program does not allocate for tuition assistance. Tuition assistance is not available to Sacred Heart Early Learning Center students.



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### **Educational Mission**

Sacred Heart ELC is devoted to the unique needs of pre-school aged children. Our mission is to provide a developmentally child focused learning experience for each student in a Christ centered environment through a curriculum that supports the growth of the whole child: heart, mind, and spirit. ELC teachers are dedicated in fostering each child's individual maturation through a structured play base approach while incorporating appropriate curriculum for core subjects (math, science, language arts) through enrichment with programs *Frog Street* and *Handwriting without Tears*. Advancing skills focused on social interactions, problem solving resolution, and fine & gross motor coordination are additionally taught in conjunction with art, physical education, and dramatic play. Sacred Heart Early Learning Center lays the foundation for continued success in education through the commitment to form each individual child integrally and with support for success in and out of the classroom.

**Objectives:** -Encourage a child's natural sense of wonder

-Promote reasoning, problem solving, and creative expression

-Aid in the development of positive interactions with others

-Growth in self confidence

-Recognize and use God given gifts

-Develop a personal spirituality based on an understanding of the Catholic faith