



VILLAGE COMMON CHILDREN'S CENTER
“Committed to the Education and Care of Young Children”

April 24, 2024

Dear Parents,

Registration for our Summer Program will open to currently enrolled families on Monday, April 29, 2024. It will open to the general public on Monday, May 13, 2024. Please find attached the Registration Form and information regarding our Summer Program. There is only a registration fee required, \$55 for a single child, \$75 per family, we do not currently charge a deposit for the Summer Program. While we allow parents to choose which weeks they want to register for, in order to hold your registration space for the Fall, there is a minimum requirement of at least **four weeks** throughout the entire summer, with the days per week equaling the number of days you had during the formal school. Please be sure to read the attached Summer Program Policy sheet as it contains important information, particularly regarding the fact that once the program begins on July 8th, you are then financially responsible for whatever weeks you have registered for as we will have then scheduled staff for the program and will need to honor their schedules financially.

The staff and I will be putting together plans for the Summer over the next couple of months, including lots of art activities, cooking/baking projects and science fun! In addition, weather permitting, we will spend lots of time outside engaging in nature-based art activities, fun gross motor games and lots of water play—wading pools and sprinklers, water tables and water games! The children will also go on neighborhood walks including the new town rail trail, visit the animals at the Farmer's Exchange, visit the town playground and attend special events at the town library.

If you have a child registered for our upcoming 2024-2025 school year who is moving into a new classroom, our Summer Program will be a perfect introduction to the new classroom, and a great opportunity to begin creating relationships with the teachers and the other children enrolled in the program. If you have any questions about the Summer Program or the registration process, please do not hesitate to call or email me.

Sincerely,

Carol Ciccolini, VCCC Director
Email: dragonfly8265@aol.com

VILLAGE COMMON CHILDREN'S CENTER



REGISTRATION FOR THE 2024 SUMMER PROGRAM

Today's Date _____ CHILD'S NAME: _____

CHILD'S GENDER: _____ CHILD'S DATE OF BIRTH: _____

Mother's Name: _____ Father's Name: _____

Address: _____ Address: _____

Primary Telephone Number: _____ Primary Telephone Number: _____

Email Address: _____ Email Address: _____

PRESCHOOL/PRE-K

Please CIRCLE the Option and Days you wish to enroll in:

- Options: Full Day (MAX of 9 hrs BETWEEN 7:00AM-5:00PM)
- 3/4 Day (9am-3pm) 1/2 Day (9am-12:30pm)

Week of July 8-12, 2024 Monday Tuesday Wednesday Thursday Friday
Please specify your exact time schedule to aid us in staff scheduling: _____

Week of July 15-19, 2024 Monday Tuesday Wednesday Thursday Friday
Please specify your exact time schedule to aid us in staff scheduling: _____

Week of July 22-26, 2024 Monday Tuesday Wednesday Thursday Friday
Please specify your exact time schedule to aid us in staff scheduling: _____

Week of July 29-August 2, 2024 Monday Tuesday Wednesday Thursday Friday
Please specify your exact time schedule to aid us in staff scheduling: _____

Week of August 5-9, 2024 Monday Tuesday Wednesday Thursday Friday
Please specify your exact time schedule to aid us in staff scheduling: _____

Week of August 12-16, 2024 Monday Tuesday Wednesday Thursday Friday
Please specify your exact time schedule to aid us in staff scheduling: _____

Registration and Tuition Information for Summer Program

- *Registration for the Summer Program is done yearly on a first-come, first-serve basis regardless of current enrollment.
- *There is a Non-Refundable/Non-Applicable Registration Fee of \$55 for single child, \$75 per family & a minimum registration requirement of 4 weeks equaling the number of days registered for formal school year.
- * There is no reimbursement or "credit" of tuition if a child is out sick, or if parents choose to take child out the program for vacations.
- *After the start of the Program (July 8, 2024) you are financially responsible for the weeks for which you have registered.
- *Tuition payments are due on Friday of each week for services the following week.

Parent Signature

Date



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TUITION FEES FOR THE
PRESCHOOL/PRE-K PROGRAM
2024 SUMMER PROGRAM

Full-Day 7:00AM-5:00PM (Maximum of 9 Hours)

	5 Days	4 Days	3 Days
Weekly Tuition	\$340	\$275	\$225
1-Week Deposit	\$340	\$275	\$225
Extra Hours	\$16 per hour	\$16 per hour	\$16 per hour
Extra Day	\$80	\$80	\$80

3/4-Day 9:00AM-3:00PM

	5 Days	4 Days	3 Days
Weekly Tuition	\$275	\$235	\$190
1-Week Deposit	\$275	\$235	\$190
Extra Hours	\$16 per hour	\$16 per hour	\$16 per hour
Extra Day	\$60	\$60	\$60

1/2-Day 9:00AM-12:30PM

	5 Days	4 Days	3 Days
Weekly Tuition	\$195	\$175	\$160
1-Week Deposit	\$195	\$175	\$160
Extra Hours	\$16	\$16	\$16
Extra Day	\$45	\$45	\$45

Extra Hours and Extra Days are available on a first-come/first-serve basis, and only if space is available.

- * **At the time of registration, a non-refundable, non-applicable registration fee is required. \$55 per child, \$75 per family.**
- * **There is no reimbursement or “credit” of tuition if a child is out sick, or if parents choose to take child out the program for vacations.**
- * **Tuition is due on Friday of each week for the following week of services.**
- * **There is a four-week minimum requirement, equaling the number of days attended during formal school year.**
- * **After the start of the Summer Program, July 8, 2024 you will be financially responsible for whatever weeks you have registered for, even if you possibly need to delete time as we will have then scheduled staff for the summer and will need to honor their schedules financially.**



VILLAGE COMMON CHILDREN’S CENTER
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TUITION FEES FOR THE
INFANT & TODDLER PROGRAMS
2024 SUMMER PROGRAM

Full-Day	7:00AM-5:00PM (Maximum of 9 Hours)		
	5 Days	4 Days	3 Days
Weekly Tuition	\$390	\$325	\$280
1-Week Deposit	\$390	\$325	\$280
Extra Hours	\$16 per hour	\$16 per hour	\$16 per hour
Extra Day	\$80	\$80	\$80

Extra Hours and Extra Days are available on a first-come/first-serve basis, and only if space is available.

- * **At the time of registration, a non-refundable, non-applicable registration fee is required. \$55 per child, \$75 per family.**
- * **There is no reimbursement or “credit” of tuition if a child is out sick, or if parents choose to take child out the program for vacations.**
- * **Tuition is due on Friday of each week for the following week of services.**
- * **There is a four-week minimum requirement, equaling the number of days attended during formal school year.**
- * **After the start of the Summer Program, July 8, 2024, you will be financially responsible for whatever weeks you have registered for, even if you possibly need to delete time as we will have already set staffing schedules for the summer and will need to honor them financially.**



Village Common Children's Center SUMMER PROGRAM POLICY

- Ages for the Infant/Toddler Programs are 8 weeks through 2 years 9 months. Ages for the Preschool/Pre-K/School-Age Program are 2 years 9 months through 6 years old.
- School Year Tuition must be paid up-to-date in order to enroll in the Summer Program.
- There is a non-refundable/non-applicable registration fee of **\$55 per child, \$75 per family**.
- A Tuition Fee Schedule is attached.
- If you are a current VCCC family who is also registered for the new school year, a Summer Program registration is required in order to retain the new school year registration. A minimum of **four weeks** during the summer, with each week equaling the number of days per week that was scheduled during the school year.
- Once the Summer Program begins, **you are financially responsible for whatever weeks you have registered for**. While you may be able to add weeks if needed (if space is available), you will not be able to delete weeks after the Program begins on July 8, 2024 because we will have already put our staffing schedule into place for the entire summer, which we will then have to honor financially.
- Like the school year program, tuition payments are due on Fridays for the following week of service.
- There is no reimbursement or “credit” if a child is out due to illness or family vacation.

*This Policy has been approved by the
VCCC Administration and Board of Directors
February 21, 2024*