

St. Thomas Aquinas Early Childhood Center
8320 Old C.R. 54 • New Port Richey, FL 34653 • (727) 376-2330
Email: staecc@aol.com
Website: www.staecc.org

Dear Families:

Thank you for considering St. Thomas Aquinas Early Childhood Center for your child. St. Thomas Aquinas Early Childhood Center is now accepting applications for the 2017-2018 school year.

Registration begins at 8:30 am until 2:30 pm Monday through Friday.

The following materials are needed to complete the application process:

Application Form (one for each child)

Original Birth Certificate (copy made in ECC office). Returning students do not need to submit additional birth certificate if one is already on file.

EC2 & EC3 Only

\$150* non-refundable registration/re-enrollment fee.

VPK ONLY

\$100* deposit to secure your child's space in the VPK program. This deposit will be reimbursed once enrollment is completed and your child begins school in August, or can be applied to the VPK wrap around fee (if you will be using Early Drop or Lunch Bunch services). The process for VPK enrollment is not complete until the school receives the Certificate of Eligibility. If you choose not to use the Early Drop or Lunch Bunch services, you must request a refund in writing by August 31st, 2017 or the fee can be donated to the school.

*A \$25 discount on the registration fee or VPK wrap around fee is available if you are a returning student, sibling of a current student, or a registered parishioner of St. Thomas Aquinas Catholic Church. You must register by March 1st, 2017 to receive the discount.

VPK Certificate of Eligibility

Parents must obtain the VPK Certificate of Eligibility in person at the Early Learning Coalition or by going online to: www.phelc.org. Click on "For Parents", "Voluntary Pre-Kindergarten", then "Certificates". Parents must come into the E.C.C. office with all paperwork completed, registration fees, and required signatures. Please do not send registration forms and checks in your child's backpack. All 2016-2017 fees must be current prior to registration. Please contact the E.C.C. office if you have any questions or concerns.

St. Thomas Aquinas Early Childhood Center is, foremost, a Catholic school where two, three and four year olds are given the opportunity to develop spiritually, socially, physically and intellectually. To ensure that our goals and objectives are met, the administration of St. Thomas Aquinas E.C.C. feel that it is important to maintain a child/staff ratio of no more than ten to one (age varies with age group). We seek to provide faith-filled, qualified teachers to work with our children. At St. Thomas Aquinas E.C.C. we continually strive to offer you the best possible program at an affordable rate.

St. Thomas Aquinas Early Childhood Center is self-supporting. Tuition, registration fees and fundraising events comprise our total income and families are requested to support all fundraising events during the

year. We are a non-profit organization. All income returns directly to the center in the form of staff compensation, low teacher-student ratios, building maintenance, equipment and supplies, and staff professional development. Your children are enrolled in a quality program due to your financial commitment and personal involvement. We participate in numerous programs that provide our center with many items for which we would otherwise need additional funds. Programs include: General Mills Box Tops For Education, Funding Factory (cell phones and ink cartridges), Scholastic Book Clubs, fundraising events, and grant pursuits.

In providing a quality, affordable program, it is necessary for St. Thomas Aquinas Early Childhood Center to utilize its teachers and classrooms to full capacity as often as possible. Our two year old and three year old programs offer several options. These children, who are experiencing school for the first time, are able to ease gradually into the school environment. Our four year old VPK program is offered five mornings per week (mandatory).

The tuition and payment information for the 2017-2018 school year is as follows:

2017-2018 Tuition Fees:

<u>Annual Tuition</u>	or	<u>Ten Monthly Payments</u>	
5 half days		5 half days	\$ 345
3 half days		3 half days	\$ 290
2 half days		2 half days	\$ 235

Tuition payments may be paid as follows: one annual payment, quarterly payments, or ten monthly payments. If a child withdraws during the year, tuition will not be refunded.

First tuition payment is due by July 1, 2017.

Open registration begins on Monday, February 6th. If you know a family looking for a program “Where Faith, Fun and Learning Begin”, please invite them to visit St. Thomas Aquinas Early Childhood Center. We’d love to have them join our STAECC family! If they register their child and begin school in the Fall, you will receive a \$25 credit towards tuition or Lunch Bunch.

I trust that every parent will make the decision that is best for their child. Registered families will receive a welcome letter and school calendar in a mailing in June. This letter will outline the Parent Orientation meeting that all families are required to attend prior to school beginning in late August. **Parents are reminded that our policy does not allow teacher requests or requests to place certain children together.**

If you have any questions regarding the upcoming year, please call the school office at 727-372-2330 or e-mail staecc@aol.com. We look forward to having you and your child as a part of our St. Thomas Aquinas family for the upcoming year.

God bless you,

Alicia Mumma, Director
St. Thomas Aquinas E.C.C.

St. Thomas Aquinas Early Childhood Center
Application For Admission
2017-2018

_____ Re-enrollment _____ New Student Date of Application _____

Child's Name: _____ **Name preference (if different)** _____

Date of Birth: _____ **Gender** _____ **SS#** _____ **U.S. Citizen? Yes** _____ **No** _____

Father's Name: _____ SS# _____

Address: _____ City _____ State _____ Zip _____

E-mail address: _____

Home Phone: _____ Business Phone: _____ Cell # _____

Place of Employment: _____ Occupation: _____

Mother's Name: _____ SS# _____

Address (if different): _____ City _____ State _____ Zip _____

E-mail address: _____

Home Phone: _____ Business Phone: _____ Cell # _____

Place of Employment: _____ Occupation: _____

Primary language spoken in the home: _____ Second language spoken in the home: _____

Siblings at home (names and ages): _____

*If applicable, attach a copy of the shared parental responsibility of the final judgment of the disillusionment of marriage:

Primary Residential Parent: _____ Secondary Residential Parent _____

Guardian (if other than parents): _____ Relationship _____

Catholic _____ Non-Catholic _____ Parishioner of St. Thomas Aquinas Church? _____ Envelope # _____

Member of another church? Please name _____

Has your child ever been evaluated, recommended for, or participated in a special needs program? Yes _____ No _____

If so, please explain _____

Are there any limitations that we should be aware of? _____

Does your child have any allergies? Yes _____ No _____ If yes, list allergies: _____

Is medication required? _____ Do you have a doctor's plan of treatment? _____ If yes, please submit a copy.

We/I attest that all information included on this application form is true and accurate. I understand that any willful omission Or untrue statement may warrant the non-acceptance or dismissal of my child from the school program at St. Thomas Aquinas Early Childhood Center.

Father/Stepfather/Guardian Signature _____

Mother/Stepmother/Guardian Signature _____

I am enrolling my child in the following program:

EC2 ~ Child must be two years old on or before September 1, 2017 and toilet trained or in progress (pull-ups)

9:00 a.m. - 12:00 p.m. _____ Two days (Tue, Thu)

_____ Three day (Mon, Wed, Fri)

EC3 ~ Child must be three years old on or before September 1, 2017

9:00 a.m. - 12:00 p.m. _____ Five days

_____ Three days (Mon, Wed, Fri)

_____ Two days (Tue, Thu)

EC4 ~ Child must be four years old on or before September 1, 2017

9:00 a.m. - 12:00 p.m. _____ Five days - VPK

Programs Offered:

Lunch Bunch - Daily

12:00 - 1:00 p.m.

12:00 - 2:00 p.m.

12:00 - 3:00 p.m.

Early Drop - Daily

8:30 a.m.

School Year: Mid-August - Late May

TUITION plans are available for
annual, quarterly or 10 payments starting July 1st and ending April 1st

For Office Use Only:

_____ Registration/Supply Fee Date Paid _____

_____ VPK Wrap-Around Service Fee Cash _____ Check # _____ Amount _____