

Purchase Children's Center Enrollment Policies 2025 - 2026

REGISTRATION

To enroll in the toddler program, students must be born in 2023. For the preschool programs, students must be born in 2022 or earlier. 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 \$2,000 per child is to accompany each application. The initial \$2,000 deposit is **NOT REFUNDABLE**. Beginning in July 2025, invoices will be issued on the first of the month with a payment of \$2,000 per child due by the 20th of that month. Monthly billing will continue until March 1st, 2026 at which point any outstanding balance is due in full. If additional charges are incurred after the balance is paid, they are due by the 20th 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. Reductions in enrollment will not be eligible for fee adjustments after August 1st, 2025. After August 1st, any changes to enrollment will incur a charge of 50% of the fee differential. Participants are encouraged to make any changes before the August 1st deadline to avoid additional costs.

GENERAL

Medical forms complete with records of up to date immunizations must be submitted with doctor's and parent's signature by August 1, 2025. Due to New York State regulations, failure to comply will affect enrollment status. 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 pickup have been made beforehand with the office. All visitors may be required to sign in at the office. Medical reimbursement accident insurance is included in the classroom fee.

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. reserve 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 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 2025 - 2026 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.

Signature of Parent or Guardian

Print Name of Parent or Guardian

Student Name

Date

Office Use Only