

# Harpowell Community Nursery School

## Program Offerings for the 2019-2020 School Year

### Introductory Programming:

#### Time for Twos

This class, designed for children 24 to 36 months old, provides an introduction to preschool routines and play with peers in a small group setting. Meeting once per week, our teacher engages children and their caregivers in nature-themed activities, both indoors and outside. We introduce group activities through songs, art and begin to give a taste for our preschool routines, such as snack and circle time. Set within the spaces of our school campus, the Time for Twos experience is a wonderful segue for those moving on into our preschool programs. Many a lasting friendship has been formed for children and parents alike through this class!

Offered on Thursday or Friday mornings, 9:15-11:15pm with a caregiver in attendance.  
Class size ranges from 4 to 7 children.

### Preschool Programming:

We offer preschool classes from September to June, and largely follow the local schools' calendar. Classes are offered over 38 weeks while observing school vacations and holidays.

#### Tuesday/Thursday Class

Our 2-day per week class meets for 3.5 hours each day. This program often serves children taking their first foray into the preschool environment. Children will have the opportunity to independently explore relationships and play with new friends and teachers, while learning a set of introductory school routines. Process-focused art, creative play with loose parts and natural materials, and ample time to explore the outdoors are at the heart of this program. Classes will enjoy a nutritious and locally-sourced snack, and end the day eating lunch from home with friends and teachers.

Offered Tuesdays and Thursdays from 9:00-12:30pm.  
Class size ranges from 10-12 students with 2 teachers.

#### Monday/Wednesday/Friday Class

Our 3-day per week class meets for up to 6 hours each day. With longer days, this program often serves children preparing to take on kindergarten the following year. Classes delve into a wider range and greater depth of investigations, play and school routines. Process-focused art, creative play with loose parts and natural materials, and ample time to explore the outdoors provide a foundation for extended learning and creativity in this program. Classes will enjoy a nutritious and locally-sourced snack, eat lunch from home with friends and teachers, recharge with a short period of rest, then regroup for an afternoon of play and learning. Enrichment can include, but is not limited to: yoga, and foreign language.

Offered Mondays & Wednesdays from 9:00-3:00pm. Friday mornings 9:00-12:30pm.  
Class size ranges from 10-14 students with 2 teachers.

#### Friday Extended Day

For our 3-day per week children, families may opt to have their child stay until 3:00pm on the third day of school as well. While this is a plus in relation to kindergarten preparedness, it also offers more consistency for busy family schedules.

Offered Friday afternoons 12:30-3:00pm to any child in the M/W/F program.

# Harpswell Community Nursery School

## Tuition Rates and Application Dates for the 2019-2020 School Year

<u>Program Offerings</u>	<u>Tuition Payment Options</u>		
	10-payments First of the month August through May (each)	2-Payments First of the month August & January (each)	Pay-in-Full First of the month August
<b>Core Programs:</b>			
<b>Tues/Thurs class</b>	<b>\$255.00</b>	<b>\$1,265.00</b>	<b>\$2,500.00</b>
<b>Mon/Wed/Fri class</b>	<b>\$485.00</b>	<b>\$2,410.00</b>	<b>\$4,790.00</b>
<b>Friday Extended Day</b> (add-on to M/W/F class)	<b>\$80.00</b>	<b>\$395.00</b>	<b>\$770.00</b>
<b>Introductory Programming:</b>	Session One (9 classes) Payment due: Aug 1 <sup>st</sup>	Session Two (10 classes) Nov 1 <sup>st</sup>	Session Three (8 classes) Feb 1 <sup>st</sup>
<b>Time for Twos</b>	<b>\$135.00</b>	<b>\$150.00</b>	<b>\$120.00</b>
Enrollment Deposit is not required for Time for Twos			

### Priority Deadlines for Application:

Please do not hesitate to reach out and consult with our director in selecting the program best suited for your child. We strive to create classroom harmony with a vibrant mix of ages, personalities and interests. We give priority to current children and their siblings, before opening enrollment to the rest of our community. Meeting the priority deadlines of our application process ensures the best possible outcome for the placement of your child.

February 8, 2019 (Friday) for **returning** families (submit program preference form).  
February 15, 2019 (Friday) for **new** families (submit questionnaire & placement forms & fee).

February 22, 2019: **Returning** families will receive placement confirmation.  
March 8, 2019: **New** families will be notified of acceptance.

For first-time applicants: If you have not attended an open house or preschool fair, we may schedule a one-on-one time to meet your child.

All applications received after these priority deadlines will be considered as space is available.

### Deadlines for Enrollment:

March 15, 2019 (Friday) contracts are due for **returning** families, with deposit.  
March 29, 2019 (Friday) contracts are due for **new** families, with deposit.

Enrollment will remain open in the case that spaces are available.

# Harpswell Community Nursery School

## **Policies and Procedures for the 2019-2020 School Year**

*Child-led and nature-based.*  
Ask of our staff what that means in the day of a child at HCNS.

### **Mission Statement:**

The mission of the Harpswell Community Nursery School is to provide high-quality early childhood education that emphasizes developmental learning, social relationships, family involvement and care for the environment. Guided by the values of inclusion and equity, the school aims to serve a diverse population in terms of socioeconomic status and cultural background and ability levels.

### **Scholarship Application and Financial Hardship**

We want to support a diverse and healthy student population. That's why we undertake scholarship fundraising events each year and encourage participation from our families, both current and former. Run By the Bay 5k is our annual, community-friendly fundraising race held on the Saturday of Mother's Day weekend. The race takes place at Mitchell Field on the shore of Middle Bay in Harpswell.

Financial aid is available to help children attend any of our programs. Please contact the Director for our application packet. Our aid is need-based, and does not affect our preliminary acceptance process. Our funding capacity almost always allows us to meet a family's need.

If your family experiences unpredicted financial hardship during the course of the year, please consult with the Director and work out a payment plan, which may include applying for scholarship assistance. We want our families to enjoy the experience of our full school year.

### **Withdrawal Policy**

If you must withdraw your child, the parent/guardian must notify the school's director in writing. The enrollment deposit and funds paid-to-date are non-refundable.

### **Delinquent Payments**

We offer several tuition payment options. In the event that your payments become delinquent in excess of 60 days, the school reserves the right to have your child's attendance withdrawn until your account is brought current. If you are having trouble, or foresee difficulty making tuition payments, please contact the Director as soon as possible. Please note that your payments must be up-to-date prior to your child's first day of school.

### **Non-Discrimination**

We welcome students, families, and staff of varied backgrounds; including, but not limited to: ethnic origin, religion, age, gender, sexual orientation, family structure, and economic background. Our programs honor each child, regardless of individual affiliations.