

# Little Promises Academy

## Application for Admissions



LITTLE PROMISES ACADEMY

319 Quaker Church Road  
Randolph, NJ 07869  
973-895-9700

Dear Parents and Caregivers,

Thank you for your interest in Little Promises . We believe that children thrive on the hands on combination of fun and learning. Our program will promote your child's ability to develop his or her skills in athletics, arts and crafts, science and nature, cooking, music and dance and more.

Enclosed please find our school application for admission, hours of operation and tuition fees. Please complete this application entirely and return to the above address.

Thank you,

Nellie Westpy  
Director  
Little Promises Academy

CHILD'S NAME: \_\_\_\_\_

Enrollment Options (1/2 day or full day options):

5 days a week- Monday – Friday

3 days a week- Monday, Wednesday, Friday (subject to availability)

Desired number of days per week child will attend the Academy:

First Choice: \_\_\_\_\_

Second Choice: \_\_\_\_\_



LITTLE PROMISES ACADEMY  
**Application for 2016/2017 Admission**

CHILD INFORMATION

Child's Name \_\_\_\_\_

Name child is usually called \_\_\_\_\_

Birth date \_\_\_\_\_ Gender \_\_\_\_\_

Home Address \_\_\_\_\_

\_\_\_\_\_

Email \_\_\_\_\_

Home Telephone Number \_\_\_\_\_

Child's school/childcare experience, including past and present schools.

Name of school	Street Address	Zip code	Year/Grade
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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

If there are any other siblings in the family, please give their names and ages if attending same school.

\_\_\_\_\_

\_\_\_\_\_

PARENT/LEGAL GUARDIAN INFORMATION

PARENT/LEGAL GUARDIAN \_\_\_\_\_ Relationship \_\_\_\_\_

SS# \_\_\_\_\_ E-mail \_\_\_\_\_

Primary number \_\_\_\_\_ Secondary number \_\_\_\_\_

Education \_\_\_\_\_

Occupation \_\_\_\_\_ Current Position \_\_\_\_\_

Name and address of employer \_\_\_\_\_

Telephone \_\_\_\_\_ Extension \_\_\_\_\_

How did you hear about our school

\_\_\_\_\_

ADDITIONAL FAMILY OR CAREGIVERS PICK UP ROSTER

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

In what way would you like to see Little Promises influence your child's growth and development throughout the next year?

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What experience, if any, does your child have being in a group setting/structured environment?

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What is presently your child's favorite/ strongest interest?

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What type of activities does your child find the most challenging?

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What areas of your child's personal development are you most pleased with?

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What areas of your child's personal development do you have any questions/concerns about?

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- I agree to pay tuition according to the payment option(s)

\_\_\_\_\_ annual payment

\_\_\_\_\_ 10 monthly payments

- I understand that there is no deduction or reimbursements in tuition for my child's absences due to illness, vacation, or other family matters including withdrawal.
- Payments are due on the 1<sup>st</sup> of the month from August 1 through May 1. Any payments received after the 5<sup>th</sup> of the month will be considered late and will incur a \$25.00 late charge. Any payments received after the 10<sup>th</sup> of the month will incur an additional \$25.00 late charge.
- Two late payments per year may result in termination of my child from the academy.
- A service charge of \$30.00 will be charged for any returned checks, payable immediately.
- Termination of this contract for any non-medical emergency will result in an additional \$250.00 early termination fee.

I, the enrolling parent/legal guardian, have read the above tuition agreement as well as the Little Promises handbook of school regulations and fully understand it and agree to comply with the requirements to assure my child's continuing enrollment.

Parent/Legal Guardian's signature \_\_\_\_\_

Date \_\_\_\_\_

# Little Promises Academy Application for Returning Families



LITTLE PROMISES ACADEMY  
**Application for 2016/2017 Admission for returning families**

CHILD INFORMATION

Child's Name \_\_\_\_\_

Birth date \_\_\_\_\_ Gender \_\_\_\_\_

Home Address \_\_\_\_\_

\_\_\_\_\_

Home Telephone Number \_\_\_\_\_

Mom cell \_\_\_\_\_ Dad cell \_\_\_\_\_

Email \_\_\_\_\_

If there are any other siblings in the family, please give their names and ages if attending same school. (5% Discount for sibling)

\_\_\_\_\_

Desired number of days:

3 Full days

5 Half/ Full days

**\*\*\*\*3 1/2 days are only available to families who are presently enrolled in this program\*\*\*\***

First Choice: \_\_\_\_\_

Second Choice: \_\_\_\_\_

There is a \$75.00 registration fee for all returning families. (Special promotions do not apply)



# LITTLE PROMISES ACADEMY

- I agree to pay tuition according to the payment option(s)

\_\_\_\_\_ annual payment

\_\_\_\_\_ 10 monthly payments

- I understand that there is no deduction or reimbursements in tuition for my child's absences due to illness, vacation, or other family matters including withdrawal.
- Payments are due on the 1<sup>st</sup> of the month. Any payments received after the 5<sup>th</sup> of the month will be considered late and will incur a \$25.00 late charge. Any payments received after the 10<sup>th</sup> of the month will incur an additional \$25.00 late charge.
- Two late payments per year may result in termination of my child from the academy.
- A service charge of \$30.00 will be charged for any returned checks, payable immediately.
- Termination of this contract for any non-medical emergency will result in an additional \$250.00 early termination fee.

I, the enrolling parent/legal guardian, have read the above tuition agreement as well as the Little Promises handbook of school regulations and fully understand it and agree to comply with the requirements to assure my child's continuing enrollment.

Parent/Legal Guardian's signature \_\_\_\_\_

Date \_\_\_\_\_

# Little Promises Academy Hours & Schedule



## LITTLE PROMISES ACADEMY

### Hours of Operation

Academy Hours:  
7:00 am – 6:00 pm

School Day Hours:  
Half day- 8:30-11:30  
Lunch Bunch 11:30-12:30  
Full day-8:30 – 3:00

### Academy Session

*Early Birds	7:00 am	-	8:30 am
Arrival	8:30am	-	9:00 am
Half-Day Dismissal	11:30am	-	11:45 pm
Lunch	12:00 pm	-	12:30 pm
End of School Day/Dismissal	2:45 pm	-	3:00 pm
**Kid's Club	3:00 pm	-	6:00 pm

### Daily Classroom Schedule

7:00 am – 8:30 am	Before Care – “Early Birds”
8:30 am – 9:00 am	Arrivals
9:00 am – 9:30 am	Open Play
9:30 am - 9:45 am	Snack(provided by school)/Bathroom Break
9:45 am – 10:45 am	Work Time & Small Groups
10:45 am – 11:00 am	Story Time/ Library
11:00 am – 11:30 am	Playground, Movement, Outdoor Activities
11:30 am - 11:45 am	Half Day Departure
11:45 am – 12:15 pm	Lunch & Clean-up
12:30 pm – 2:00 pm	Nap Time
2:00 pm – 2:45 pm	Afternoon Story & Goodbye Circle
2:45 pm – 3:00 pm	Dismissal

Lunch bunch is available for an additional \$3.00 daily upon request.

# Little Promises Academy Tuition & Payment

# LITTLE PROMISES ACADEMY

## **Tuition and Payment Plans**

*September 2016 – June 2017*

Enrollment Options	Schedule	10 (monthly) Installments	1 Installment
Pre-K 3 and 4 3 days per week Full Half	Mon \ Wed \ Fri 8:30 am – 3:00 pm 8:30 am – 11:45 am	\$520.00 \$320.00	\$4940.00 \$3040.00
Pre-K 3 and 4 5 days per week (Before & After Care NOT included) Full Half	Mon- Fri 8:30 am – 3:00 pm 8:30 am – 11:45 am	\$735.00 \$450.00	\$6982.50 \$4275.00
Pre-K 2 1/2 3 days per week Full Half	Mon \ Wed \ Fri 8:30 am – 3:00 pm 8:30 am – 11:45 am	\$560.00 \$360.00	\$5320.00 \$3420.00
Pre-K 2 1/2 5 days per week (Before & After Care NOT included) Full Half	Mon- Fri 8:30 am – 3:00 pm 8:30 am – 11:45 am	\$780.00 \$495.00	\$7410.00 \$4702.50

*\*These are the tuition amounts for the school year shown above. Tuition amounts are subject to change by year.*

*\* 10 Month payment plan: first and last payment due by August 1st. Subsequent payments due Sept. 1, Oct. 1, Nov. 1, Dec. 1, Jan. 1, Feb. 1, Mar. 1 Apr. 1 and final payment due May 1.*

**A processing fee of \$100.00 must accompany this application.**

**This fee is non-refundable.**

**Any payment returned for insufficient funds will be charged \$30.00**

**For billing questions contact Anthony at 973-769-0421**