



Introduction

WVCA Preschool is an identified “Partner in Quality” in San Joaquin County offering Private Christian Early Childhood Education with child care components to the city of Tracy, and the surrounding communities. Please our *WVCA Preschool-8th Grade Reopening Plan* for details regarding our response to COVID-19.

Non-refundable Registration Fee \$100 Due at time of acceptance.

Non-refundable First Month Tuition *As Scheduled* Due before first day of attendance.

Pre-Kindergarten

Pre-Kindergarten is a school readiness program offering for children eligible for Kindergarten entry. Fully qualified early educators offer a balanced approach to learning incorporating age appropriate teaching strategies and curriculum content aligned with the CA Preschool Foundations for Math, Science, Social Emotional Development, Physical Development and Health, as well as Language and Literacy.

Preschool

The preschool program provides a unique mixed age group experience with an emphasis on social emotional development with focus to the development of social interaction, turn taking, cooperation, shared use of space and materials, and emotional literacy utilizing the mixed ages to provide peer leaders and peer models as a way to build an inclusive diverse classroom community. This program serves children 2-5 years old. Children must be toilet trained.

Tuition

Monday-Friday Full Day Day \$700/month

- AM and PM Extended Child Care included in tuition (7:00 AM-9:30 AM/2:30 PM-5:30 PM)
- Breakfast, Lunch, and Afternoon Snack Provided.
- 1:12 Teacher to student ratio. Spots are limited.

Monday-Friday Part-Day \$500/month

- AM Extended Child Care included in tuition (7:00 AM-9:30 AM)
- Breakfast and Lunch Provided
- 1:12 Teacher to student ratio. Spots are limited.
- Pick-up by 12:30 PM

Preschool Distance Learning WVCA Preschool students will be automatically enrolled in Preschool Distance Learning in response to school closure from COVID-19 regulations. See <https://wvcapreschool.com/distance-learning> for program details.



WEST VALLEY
CHRISTIAN ACADEMY
PRESCHOOL - 8TH

Enhanced Regular Program Operations Schedule & Admissions Agreement

Response to COVID-19 Regulations
Admissions@wvcapreschool.com

Child's First Name: _____ **Last Name:** _____

Hours of Operation

West Valley Christian Academy Preschool and Child Care Operates from **7:00 AM-5:30 PM** Monday through Friday. All programs require that children arrive to school by **9:30 AM**.

General Services

West Valley Christian Academy Preschool and Child Care is currently providing preschool and child care services to children 2-6 in the preschool component in a Community Care Licensed facility, and is a department of *Tracy Community Church* and adheres to a Biblical Worldview. _____ *initial*

Department of Health and Human Services Right

West Valley Christian Academy Preschool and Cougar Club Child Care is licensed by the California Department of Health and Human Services, Community Care Licensing Division, Title 22.

Preschool LIC #3903307976

Cougar Club LIC #390313312

(a) The Department has the inspection authority specified in Health and Safety Code Sections 1596.852, 1596.853, and 1596.8535.

(b) The Department has the authority to interview children or staff without prior consent.

_____ *initial*

Admissions Agreement COVID-19 Implications

All families upon enrollment are to accept the following terms of enrollment under COVID-19 Pandemic:

- WVCA Preschool cannot prevent exposure to COVID-19, but will do our best to implement all guidelines. All enrolled children and families are aware of the risk to exposure to COVID-19 at the facility before enrollment.
- WVCA Preschool cannot exclude children with pre-existing medical conditions, and it is the parent's responsibility to understand that enrolling their child has a higher risk for vulnerability to COVID-19.
- WVCA is not liable for any child or family's exposure, illness, or expenses related to exposure or illness of COVID-19.
- Enrolled families are required to communicate family and individual exposure of COVID-19 immediately to the Director at (510) 300-4232.
- Upon exposure of COVID-19, the center will be required to close, and all children and staff will have to follow instructions from a San Joaquin County Public Health Official as outlined by the California Department of Public Health with less than 24-hour notice.

_____ *initial*



Fee Schedule

Tuition is based on program enrollment option and attached to the Admission Agreement Document. I have read the West Valley Christian Academy Preschool Fee Schedule in its entirety. _____ *initial*

COVID-19 Financial Policy

Due to the current global pandemic of COVID-19 and all curriculum materials and supplies required to meet current regulations that are purchased and provided at time of enrollment, **first month tuition is non-refundable.** _____ *initial*

In the event of a closure due to COVID-19 regulations Tuition payed will be credited towards accounts for future care or Preschool Distance Learning, but will not be refunded due to services prepared and purchased at time of enrollment. Children will automatically be enrolled in Preschool Distance Learning if the center is required to be closed for two or more weeks. Families who do not want to participate must opt-out in writing within 3 business days or their account will be charged the Preschool Distance Learning fee of \$200 per month. _____ *initial*

Payment Options

New and enrolled families will receive a monthly invoice. Payments are due on the first (1st) of each month, and late on the third (3rd) of each month. The following payment options are available:

1. Personal Check, Cashier's Check, Money Order or Cash paid at the WVCA Office.
2. Credit Card Tuition (\$5 processing fee)

Financial Policy

Accounts are due on the first (1st) of each month whether or not a courtesy statement is received, and late on the third (3rd) of each month which a \$50.00 late fee will be charged. Any account which becomes thirty (30) days delinquent from the first (1st) of each month will result in student dismissal and/or account sent to collections. A \$10 fee will be charged for any returned check. _____ *initial*

Designated Financial Responsibility

Please indicate who will be financially responsible, paying tuition, for the enrolled child.

Name: _____ Preferred Email Address: _____

Late Pick-up and Drop-off

- All onsite program options require children to be at school no later than 9:30 AM regardless of program schedule. A fee of \$10 per incident will be added to your monthly invoice.
- All onsite program options conclude promptly at 5:30 PM. A fee of \$20 for every 15 minutes (per child) will be added to your monthly invoice. Persistent late pick-up will result in student dismissal. _____ *initial*



School Closures

All school closure days, inclusive of holidays, are posted on our Parent Board in the WVCA Preschool Office annually, and are calculated into the monthly fees. No tuition credit is given for school closure or student absence. _____ *initial*

Withdrawal

A family initiated withdrawal must be in writing and submitted a minimum of two week notice in advance of the last desired date of attendance. A \$250 fee will be applied automatically to the account if written withdrawal notification is less than two weeks before the desired last date of attendance. First month tuition and registration payments are non-refundable, and will not be prorated for withdrawal in the first month of enrollment. No refunds will be provided for mid-month withdrawal. _____ *initial*

Termination of Admission Agreement

The Admissions Agreement can be terminated resulting in dismissal of child and family for the following conditions:

- Non-compliance with Community Care Licensing Regulations, Title 22 (available for review at www.cclid.ca.gov)
- Delinquent Accounts
- Violation of written policies outlined in the Preschool Parent Handbook
- False information on written documents
- Inappropriate behavior toward staff on the part of parent or child.
- Challenging behavior that impact the personal rights of enrolled children and/or employee rights, including but not limited to biting, hitting, kicking, and throwing of objects.
- A child has obtained eligibility for special education services that are recommended to be provided by a public and/or private special education service in compliance with the child’s right to the Least Restricted Environment as outlined in their IFSP/IEP or eligibility for services documentation.

_____ *initial*

Non-Discriminatory Statement

West Valley Christian Academy Preschool and Child Care does not discriminate against any race, color, nationality, or ethnic origin to all the rights, privileges, programs, and activities accorded or made available to students at this center.

Authorized Representative Signature: _____ Date: _____

Director Signature: _____ Date: _____