

**Children's Garden Montessori School**  
**2022/2023 Enrollment – Current Student**  
**COMBINED TODDLER TO PRIMARY PROGRAM**

(Children turning 3 years Sep-Dec 2022)

**Due February 10, 2022**  
**Initial Payment \$1,500**  
(Enrollment Fee \$500  
Tuition Deposit \$1,000)

**IMPORTANT – PLEASE READ THE FOLLOWING POLICIES CAREFULLY BEFORE SIGNING THIS ENROLLMENT AGREEMENT**

**Toddler Enrollment Policies**

1. Children who turn 3 years by December 31 move to the Primary Program at the start of school in August or by January.
2. Children entering the Primary program should be independent with toileting.
3. The timing of the change in program is made individually and with parent/teacher consult.
4. Children are placed in a class suitable to their age and development, and
5. When possible, currently enrolled children retain and have priority for their current Primary class/time placement.
6. Attendance placement requests of days and times are on an in-house waitlist basis, are considered based on availability within age/gender groups, at the discretion of the school, and are **not guaranteed**.
7. Class assignments are finalized ahead of the approaching school year.

**COVID Policies – Subject to change as needed**

The school will continue to operate with COVID risk mitigation policies and practices according to local and national guidelines and recommendations as needed, possibly including, and not limited to:

- Reduced enrollment in classrooms
- Placing siblings together when possible
- Maintaining classroom cohorts
- Required mask wearing for all 2 years and older
- Restricting visitors to the school
- Augmented hygiene and cleaning protocols

**Classroom/time placements are subject to change ahead of the approaching school year.**

**Please enroll my child, \_\_\_\_\_ in the Toddler/Primary-1 program**

Date of Birth (mo./day/yr.) \_\_\_\_/\_\_\_\_/\_\_\_\_

Age as of 8/31/2022: \_\_\_\_ yrs. & \_\_\_\_ mos.

Current class \_\_\_\_\_ 2022-23 Notes \_\_\_\_\_

Children are re-enrolled in current placement when age and program appropriate. Specific placement/attendance requests are **not** guaranteed, are on a waitlist basis, and are considered after enrollment is complete. Indicate in order of Toddler program attendance preference. Updates provided as we are able.

**Toddler:** AM class \_\_\_\_\_ PM class \_\_\_\_\_ 5-Day (Mon-Fri) \_\_\_\_\_ 2-Day (Mon/Tue) \_\_\_\_\_ 3-Day (Wed/Thu/Fri) \_\_\_\_\_  
8:30-11:00 12:30-3:00

**Primary Program:** Monday – Friday: AM class 8:15-11:15 \_\_\_\_\_ PM class 12:15-3:15 \_\_\_\_\_

**I understand and agree that**

- I have read, understand, and agree to the school's Enrollment-Placement policies and COVID policies.
- upon receipt of a signed copy of this form and the deposits referenced herein, Children's Garden Montessori (the "school") will place child in a program and class suitable to their age and development subject to the school's discretion.
- this form and payment of a non-refundable re-enrollment fee of \$500 **and** a tuition deposit of \$1,000\* (collectively referred to as the "Initial Payment") are due February 10, 2022.
- the \$1,000 tuition deposit will be credited towards my child's tuition for the 2022/2023 school year.
- if a signed copy of this form and the combined fee and tuition deposit are not received by February 10, 2022, I am relinquishing my child's enrollment for the 2022/2023 academic year and nothing in this form will be binding.
- if enrollment is cancelled for any reason after I submit a signed copy of this form and the Initial Payment, I understand and agree that I will forfeit the \$1,500 Initial Payment in its entirety.
- if I decide not to re-enroll my child, I will immediately inform the school and relinquish my child's placement.
- I must execute and return an enrollment agreement and submit a 2<sup>nd</sup> tuition deposit in the amount of 20% of the 2022/23 tuition due no later than May 1, 2022. If I fail to do so, I am relinquishing my child's enrollment for the 2022/23 school year and the Initial Payment.

\*Families intending to apply for financial support should submit 50% of the tuition deposit or contact Admissions office for other arrangements and complete all components of the application by March 1, 2022. Details: <http://cgmontessori.com/admissions/financial-aid/>

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

Payment Enclosed \_\_\_\_\_ OR Debit Existing Account \_\_\_\_\_

Office Use: Date rcvd \_\_\_\_\_

OR: My child, \_\_\_\_\_ is not returning for 2022/2023 school year.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date