



# SABES JCC EARLY CHILDHOOD CENTER 2011-12 infant application

new family

Dear Prospective ECC Parent,

Thank you for your interest in the Sabes JCC Early Childhood Center (ECC)! Our licensed program provides a high quality, year-round early childhood experience in a welcoming, nurturing Jewish environment. We offer fulltime enrollment, which includes weekly art and music classes taught by experienced professionals, and a meaningful and relevant Jewish curriculum as part of our daily programming.

## **What makes the Sabes JCC ECC Unique?**

**The ECC strives** to provide an inclusive, Jewish environment, while meeting the guidelines set forth by the National Association for the Education of Young Children and Minnesota's Early Learning Standards.

We seek to foster within the children a positive self-concept, a joy for learning, and the ability to work and play well with others. We value the diversity of our families and our staff. We respect differences among our children and families and we strive to teach to each child's strengths. We are passionate about recognizing that our children have many facets and interests that need to be addressed including: physical needs, social and emotional needs, spiritual needs, and cognitive needs. Communication and partnership with parents is essential to us at the ECC and is done through daily notes, weekly emails, weekly newsletters, weekly curriculum, and parent/teacher conferences.

We utilize the abundance of Jewish resources available at the Barry Family Campus and other departments in the Sabes JCC including partnerships with the Heilicher Minneapolis Jewish Day School, the Tychman Shapiro Gallery, Aquatics, and Health & Fitness Center. In addition, we offer numerous in-house field trips from the Como Zoo, MacPhail School of Music, the Bell Museum, and the Children's Museum.

We support our teachers' continuing education requirements by providing first aid, CPR, SIDS and SBS training, along with other workshops on a variety of cutting-edge early childhood education topics. We also benefit from a partnership with the Sabes JCC's fulltime Inclusion Director as well as educators and consultants at Resources for Child Care to ensure we are meeting the needs of the children we serve.

## **Our Infant Program...**

The infant years are a wonderful part of any child's life. These years are filled with challenges and amazing developmental achievements! The Infant Room staff is committed to providing your child a safe, stimulating and developmentally appropriate environment where you child can learn and grow. Also, we look forward to sharing and partnering with all of our families about the daily joys of your child's growth.

Children enrolled in our Infant program are from 6 weeks to 16 month olds. The classroom has teachers, assistant teachers and aides to maintain the appropriate child to teacher ratio. Because the Infant Room staff follows stringent state safety guidelines, you can be assured of a safe, secure, and positive environment where your child can grow and develop a sense of identity and self-confidence. The ECC follows a primary care model. Research has shown that providing infants and toddlers with a consistent caregiver allows children to maintain a sense of security that allows them to explore more freely the world around them. Your child will be assigned to one of four primary care groups administered by one of the Infant Room teachers. Infants need a loving, consistent caregiver to help them with their development and learning process.



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## Application Process...

To ensure your child a spot in our infant program please read and complete the application and return it to the ECC office along with your \$300 application fee; \$200 of this will go towards your first month's tuition and holds your spot. ***Please note that our rates are based on the cost of a full year program and then divided into equal monthly payments.***

Once your application has been processed you will be contacted by the ECC when a spot becomes available. At this time you will receive an Enrollment Packet, which includes an ECC Parent Handbook and various enrollment forms to be completed. All of these forms are required to be completed prior to a child beginning care at the ECC. We also encourage families at this time to set up times for parent(s) to bring their child into the classroom for a visit to assist with the transition process.

Limited, need-based scholarships are available on a first-come, first-served basis. For questions regarding scholarships, please contact Heather Saulsbury at 952.381.3409 or [hsaulsbury@sabesjcc.org](mailto:hsaulsbury@sabesjcc.org). The scholarship process is confidential.

While membership at the Sabes JCC is not required with ECC enrollment, families who choose to be Sabes JCC Premium or Community Members receive a discount on their monthly tuition. For more information on Membership, please contact Liz Gronert at [egronert@sabesjcc.org](mailto:egronert@sabesjcc.org) or 952.381.3527.

As always, we are committed to making the ECC accessible to all children. We have increased the funds available for scholarships, and encourage you to apply for financial assistance if needed. Our goal is to make our ECC program as affordable as possible.

If you have questions, please feel free to call, email, or stop by the ECC office.

Jill Madsen, Director  
952.381.3430  
[jmadsen@sabesjcc.org](mailto:jmadsen@sabesjcc.org)

Sam Gordon, Assistant Director  
952.381.3441  
[sgordon@sabesjcc.org](mailto:sgordon@sabesjcc.org)



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Child's Name

Child's Date of Birth

Address

City

Zip

Religious Affiliation (optional)

Parent/Guardian Name

Parent/Guardian Name

Address  
(if different than child)

Address  
(if different than child)

City

Zip

City

Zip

Home Phone

Work Phone

Home Phone

Work Phone

Cell Phone

Cell Phone

Email Address

Email Address

Desired Start Date

Does your child have asthma?    Yes    No

If so, please explain:

Does your child have any special needs or severe allergies of which we should be aware? If so, please explain:

## PLEASE NOTE

If your child has asthma and/or severe allergies, your child's physician must complete an Emergency Care Plan which must be submitted to the ECC office prior to your child beginning school. No child who requires an Emergency Care Plan for asthma or severe allergies will be allowed to be in the ECC if this form has not been returned. You will be required to submit an updated Emergency Care Plan every six months for your child.



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Child's Name

### YEAR ROUND (JUNE 2, 2011 – MAY 25, 2012)

Option	Days	Hours	Monthly Sabes JCC Premium Member Tuition	Monthly Sabes JCC Community Member Tuition	Monthly General Public Tuition
	Monday – Friday Fulltime	Monday-Thursday; 7am-6pm Friday; 7am-5:30pm This program includes care on holiday package days	\$1545	\$1635	\$1665

**INTERNAL USE ONLY**

Date rec'd in ECC: \_\_\_\_\_

Rec'd by: \_\_\_\_\_

ECC recs adjusted: \_\_\_\_\_

Adjusted by: \_\_\_\_\_

Deposit: \_\_\_\_\_

Check/Credit: \_\_\_\_\_

Parent Pack Sheet: \_\_\_\_\_



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Child's Name

### ECC APPLICATION FEE - \$300 (\$100 deposit/\$200 towards first month's tuition)

Cash, check, or money order attached

Charge to (check one):      Master Card      Visa

Credit Card Number

Expiration Date

Name as it appears on card

### ECC PAYMENT PLAN OPTIONS

**Option 1:** Same as above.

**Option 2:** Payment in full of application, by cash, check or money order

**Option 3:** Monthly EFT payments (automatic withdrawal from checking account; please attach a voided check)

**Option 4:** Charge to MasterCard or Visa (this will be deducted on the 1<sup>st</sup> of every month)

Credit Card Number

Expiration Date

Name as it appears on card

### POLICIES AND PROCEDURES

1. I will read and follow all JCC and ECC policies and procedures.
2. I understand unless my child changes programs during the year the program rates and hours for which I registered at the beginning of the year will be the program rate schedule charged throughout the year. If I decide to withdraw my child from the ECC I will give a minimum 30 day advance written notice and understand I will be billed until the last day of the next full month.
3. A 5% sibling discount will be deducted from the lesser rate when two siblings attend the ECC. A 10% sibling discount will be deducted from the lesser rate when three or more siblings attend the ECC.
4. I agree to pick up my child on time, and understand the daily late fees will accrue at \$1 per minute after closing time (6pm Monday through Thursday, 5:30 on Fridays, and as noted on holidays).
5. I will pay a non-refundable fee of \$25 for each ECC access keycard issued to my family, beyond the first access card, which we will receive at no charge.
6. I give the Sabes JCC and/or ECC my permission to photograph and videotape my child in any form of media or presentation of ECC activities, and to reproduce and use such images in any of its advertising, publications, or the presentation of ECC programs to the community, unless otherwise notified in writing by me.
7. I understand that addresses, phone numbers, and email information of students may be distributed to other students' families at the ECC's discretion, unless otherwise notified in writing by me.
8. I give permission for the minor child listed on this application to participate in all ECC programs and activities and understand the inherent risks in various ECC activities. I will not hold the Sabes JCC, its instructors, employees, associates, agents, affiliates, or any other entity or person associated with the Sabes JCC liable for any injury or loss that may occur during any Sabes JCC ECC program.
9. I understand that if, in the sole opinion of the Sabes JCC staff, the registrant's conduct, influence, or behavior prevents his/her and/or other participants' safe and/or successful participation in the program, the ECC reserves the right to cancel the registrant's attendance, with no refund of fees.

**I have read and agree to the payment plan, policies, and procedures above.**

Parent's Signature

Date