

# Best Kids Montessori Academy

## Preschool Summer Program Policies & Other Information

1. 2 class levels: Toddlers (18 months-3 years old), Pre-Primary (3-5 years old)
2. Maximum class ratio for the toddler class is one teacher to 9 students; maximum class ratio for the pre-primary class is one teacher to 16 students.
3. Students are recommended to bring their own water bottles.
4. Please bring a backpack for them so the teachers can have a place to send home any work they have done throughout the day/week.
5. Toddler parents must supply diapers, baby wipes, or any other necessities required for potty training. Please label your child's name on any boxes or diapers, baby wipes, etc.
6. Please pack a change of clothes in a plastic bag with your child's name labeled on it. We will leave it here with us in case he/she has a potty accident.
7. Please bring a pillow, sheet, and blanket for your child since they will be napping here every day. We kindly ask that you remember to take home your child's bedding every Friday to wash, and bring it back the next Monday.
8. Students must be picked up no later than 6:30pm, otherwise a late fee of \$1 per minute will be charged.
9. We do not provide the microwave to students. If you decide to pack your child's lunch, please make sure that it is ready to eat without needing it to be heated up.
10. School is closed on the day after Independence Day (July 5, 2021).
11. Receive 3% off of the tuition portion ONLY if you pay by cash. (Does not apply for field trips, T-shirts, supply fees, and registration.)
12. 3% additional convenience fee added for all payments made by credit card. No discounts or extra charges for checks. Please make sure checks are made payable to "Best Kids Academy."
13. All students must be signed in and out by either the child's parents or someone on the authorized pick up list.
14. Please let us know if your child has any special needs or allergies.