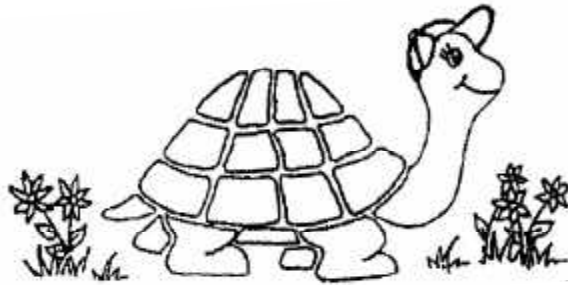


WARWICK CHILD CARE CENTER, INC.



GREAT VALLEY SCHOOL DISTRICT

**Director of Great Valley Program
K.D. Markley & Charlestown Centers**

Kelli Harris
11 Church Road
Frazer, PA 19355
(610) 647-3211
(610) 647-9551 fax

Kelli.GreatValley@verizon.net

**Director of Great Valley Program
General Wayne & Sugartown Centers**

Tara Mathias
11 Church Road
Frazer, PA 19355
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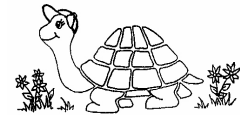
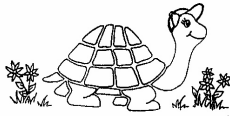
Tara.GreatValley@verizon.net

Administrator

Diana Neatrou
1-800-416-8008

Warwickchildcarecenter@verizon.net

VISIT - [HTTP://WWW.WARWICKCHILDCARE.COM](http://www.warwickchildcare.com)



Welcome to Warwick Child Care Center!

In partnership with Great Valley School District, Warwick Child Care is offering care to elementary children at the following times: before school, after school, delayed openings, early dismissal days and all day care for school closing dates. This service will be offered in a classroom located in each of the four elementary schools. All Warwick Child Care Centers are participating in the Keystone STARS program. This is a quality initiative program to improve the quality of child care centers in Pennsylvania. Warwick Child Care Center, Inc. is a private child care center. All questions, concerns, and suggestions should be directed to Kelli Harris or Tara Mathias, the Directors of the Great Valley Program or the administrative office. Great Valley School District should not be called with a child care question. Please address any correspondence to Warwick Child Care Center, Inc. – Great Valley Program,

11 Church Road, Frazer, PA 19355.

K.D. Markley Center

Keystone Star Rating ☆☆☆

354 Swedesford Road
Malvern, PA 19355
(610) 889-0689

Charlestown Center

Keystone Star Rating ☆☆☆

2060 Charlestown Road
Malvern, PA 19355
(610) 935-8401

General Wayne Center

Keystone Star Rating ☆☆☆

20 Devon Road
Malvern, PA 19355
(610) 889-0699

Sugartown Center

611 Sugartown Road

Malvern, PA 19355
(610) 644-1640

MISSION

The mission of Warwick Child Care Center, Inc. is to provide quality child care through the implementation of the Warwick Child Care Center, Inc. philosophy and the high quality standards set by the state of Pennsylvania. High quality child care will be offered to children from infancy through elementary years by offering:

- ~Nurturing and experienced staff
- ~Small group instruction
- ~Individuality
- ~Standardized curriculum and assessment
- ~Developmentally appropriate lesson plans
- ~Partnerships with family and community resources
- ~Partnerships with the local school districts to provide a smooth transition from Preschool to Kindergarten

PHILOSOPHY

It is the philosophy of Warwick Child Care Center, Inc. that early childhood should be a time of fun, warmth, security, exploring and discovery. Warwick Child Care Center, Inc. will provide an atmosphere that encourages social, emotional, physical, and intellectual growth through the children's play and small group instruction. The curriculum includes dramatic play, creative art activities, music, science activities, cooking experiences, computer instruction, block play, sand and water experiences, field trips throughout the community, daily outdoor activities, and the celebration of birthdays and holidays. Children will be exposed to shapes, colors, numbers, and letters through developmentally appropriate activities taught using small group instruction.

Warwick Child Care Center, Inc.
Great Valley
Tuition Rates
Rates effective September 4, 2006

ELEMENTARY BEFORE AND AFTER SCHOOL RATES

	Before School Care	After School Care	Before/After School Care
2 days/week	\$25.00	\$32.00	\$43.00
3 days/week	\$30.00	\$48.00	\$59.00
4 days/week	\$36.00	\$60.00	\$77.00
5 days/week	\$44.00	\$70.00	\$90.00

Additional Rates for Elementary Tuitions:

Substituting days is not permitted. If you need an additional day of care, you will be charged the drop-in rate for the additional day. Children may attend all day on vacation and early dismissal days from the public school. The following additional rates will apply:

Early dismissal from school (if enrolled for before school)	-additional \$20.00 per day.
Early dismissal from school (if enrolled for after school)	-additional \$16.00 per day.
No School (care needed all day)	-additional \$24.00 per day.
Late opening due to weather	-additional \$14.00 per day.

BLENDED TUITION RATES

Blended Before School Care	- \$ 56.00/week
Blended After School Care	- \$ 83.00/week
Blended Before and After School	- \$102.00/week

DROP-IN TUITION RATES

Before School	\$16.00/day
After School	\$20.00/day
Before/After School	\$25.00/day
2 Hour Delay	\$20.00/day
Early Dismissal	\$25.00/day
No School (care needed all day)	\$35.00/day
Kindergarten Care (more than 3 hours/day)	\$32.00/day
Kindergarten Care (less than 3 hours/day)	\$20.00/day

KINDERGARTEN WEEKLY TUITION RATES

Before and/or After Kindergarten Care

Care is provided from 7:00 AM to 8:30 AM and 11:40 AM to 6:00 PM.

Care is provided from 7:00 AM to 12:40 PM and 3:30 PM to 6:00 PM.

Contracted time	Up to 3 hours/day	Over 3 hours but less than 6 hours/day	6 or more hours/day
1 day/week	\$18.00	\$ 24.00	\$ 30.00
2 days/week	\$36.00	\$ 48.00	\$ 60.00
3 days/week	\$54.00	\$ 72.00	\$ 90.00
4 days/week	\$72.00	\$ 96.00	\$120.00
5 days/week	\$90.00	\$120.00	\$150.00

Children may attend all day on school closings, early dismissals, delayed openings, and snow emergency days for an additional daily charge of \$5.00, if your child is contracted for more than 6 hours daily or \$10.00, if your child is contracted for less than 6 hours daily. All families must contract for the specific number and days of care needed each week. To maintain the proper staff/child ratios, substituting days is not permitted. If your child is enrolled part-time, you must have a set schedule and no schedule substitutions will be permitted. If an additional day is needed, please call for space availability. An additional day of tuition will be charged.

KINDERGARTEN BLENDED PAYMENT PLAN

As an option, you may sign up for the blended rate, which has incorporated additional tuition fees for all school closings and is available to families needing care five days a week.

Blended Care	Over 3 hours but less than 6 days per day	6 or more hours/day
5 days	\$130.00	\$160.00

REGISTRATION FEE

A **non-refundable \$50.00 registration fee will be charged per family** at the time of enrollment and annually thereafter. If for any reason a child withdraws from the center then returns, the \$50.00 registration fee will be charged at the time of re-enrollment. The registration fee must be paid prior to the child's first day of attendance. Payment may be made in the form of cash, check, Discover, Visa, or Mastercard. Tuition Express, an electronic bank payment, is also available for payment. Please see the Director for additional information. Please make checks payable to: **Warwick Child Care Center**. The weekly fee may be placed in the tuition mailbox located in each classroom.

HOURS OF OPERATION

Before School	7:00 AM - 8:30 AM
After School	3:30 PM - 6:00 PM
Kindergarten Care	7:00 AM - 6:00 PM
Delayed Opening	7:00 AM - 10:30 AM
Delayed Opening which becomes schools closed	7:00 AM - 6:00 PM (Full Day)
Schools closed due to weather	7:00 AM - 6:00 PM
Early Dismissals	12:00 PM - 6:00 PM
Holidays listed in the school calendar	No day care services
Parent conference days	7:00 AM - 6:00 PM
Early dismissals for emergencies	7:00 AM - 8:30 AM only (Children will go home when school is dismissed.)

Warwick Child Care Center, Inc. will be open Monday through Friday. **A late fee of \$1.00 per minute per child past 6:00 PM will be charged.**

When Great Valley Schools are canceled due to inclement weather, the Warwick Child Care Center will offer a full day of child care at K.D. Markley Elementary only. Children enrolled in the General Wayne, Charlestown, or Sugartown program are welcome and encouraged to attend this center on those days. The K.D. Markley Center will be open from 7:00 AM to 6:00 PM. All four of the elementary centers will be open for any delayed openings or scheduled early dismissals incurred during the school year.

HOLIDAYS

Warwick Child Care Center will be **closed** on the following holidays:

If the holiday falls on a weekend you will be notified of the date the holiday will be observed.

Labor Day	Christmas Day	Good Friday
Thanksgiving Day	Day after Christmas	Memorial Day
Day after Thanksgiving	New Year's Day	Independence Day
Martin Luther King Day – Staff Development Day – January 15, 2007		
President's Day-Staff Development Day – February 19, 2007		

The regular tuition is charged for the above holidays for part time and full time children. Full tuition is charged for Thanksgiving week, Christmas week, and Spring Break weeks. If your child does not attend any of these weeks, a vacation week may be utilized, if available, and you will be charged 50% of your contracted tuition.

ADMISSION POLICY

Warwick Child Care Center, Inc. admits children of any race, color, religious creed, disability, gender or ethnic origin. Warwick Child Care Center, Inc. does not discriminate on the basis of race, color, religious creed, disability, gender or ethnic origin in policies or center administered programs.

Upon enrollment, parents will receive a brochure, enrollment packets, CHIP (Children's Health Insurance Program) information, CCIS (Childcare Information Services) information, and a child information sheet.

If a child, parent, or pick up person uses offensive language, is abusive or threatening, or poses a direct threat to any child, parent, or employee the child will be immediately expelled.

The confidentiality of all children and parents will be respected.

Warwick Child Care Center, Inc. discourages employees from privately baby-sitting our client's children. If a parent hires an employee for private baby-sitting, both the parent and employee will be required to sign a waiver, releasing Warwick Child Care Center from all liability.

TUITION POLICIES

Each parent will be asked to sign a parent agreement form stating the minimum amount due each week. A new parent agreement form will need to be signed each time your child's schedule changes. You will be given the original agreement form to keep once a copy has been made for your child's file.

If your child is enrolled part time, you must have a set schedule and schedule substitutions are not permitted. If you need an additional day or hours of care, please call for space availability. An additional day of tuition will be charged. Part time families must sign in and out daily. Full-time tuition will be charged if this is not done.

The weekly tuition rate is standard regardless of holidays, days missed due to illness, or days missed due to inclement weather.

Each family is permitted **two vacation weeks per calendar year at one half of their regular tuition fee.** A vacation week is identified as one in which a child is still enrolled in the child care program but attends less than 50% of the contracted time. The one half fee will reserve your child's place at Warwick Child Care during this week. Full tuition will be charged for all other weeks during the calendar year. Vacation weeks at one half tuition do not apply to children enrolled in the Elementary Summer Camp Program.

Families with more than one child enrolled will receive a 10% discount on the additional children's tuition. The 10% will be applied to the lesser of the tuitions. Warwick Child Care Center operates child care centers for infants through school age children at 11 Church Road in Frazer and 40 South Village Avenue in Lionville. Families with younger children may enroll at two different sites and receive the 10% discount for the second child.

For elementary children, first through fifth grade, two tuition options are offered. When choosing the regular rate the elementary children may attend all day on vacation and early dismissal days from the public school. There will be an additional rate applied for the added attendance time.

There is also a blended tuition rate available for the elementary children. The blended rates have incorporated additional tuition fees for all early dismissals, school closings, delayed openings, and snow emergency days. However, the blended tuition rate does not apply to school closings caused by school district strikes. In the event of a district strike, parents will be notified of the maximum weekly tuition rate. During the final week of elementary school, the blended tuition rate is applied only to the days elementary school is in session. The blended tuition rate is not applicable beginning the first day of Warwick Child Care's Elementary Summer Camp Program. Parents have the option of choosing which payment plan they prefer at the time they enroll their child. Payment plan changes will not be allowed as the school year progresses. Any changes will be made at the beginning of the next school year.

Drop-in care is available for elementary children on those occasional times when care is needed for only one day at a time. Prior registration is required before drop-in care may be used. Drop-in care is based upon space available. The center must be called in advance each day care is needed.

A late fee of \$10.00 per week is charged for all tuitions past due by seven days. No child will be permitted to attend if tuition balance is twenty-one days overdue.

There will be a \$35.00 fee charged on all returned checks. All Tuition Express (elective electronic payments) returns will be charged a \$3.50 fee.

Two weeks written notice is required to withdraw your child. Tuition will be charged for two weeks if written notice is not given. At the request of the parent, Warwick Child Care will transfer a copy of the child's record to another educational setting.

A tuition increase is possible each September. A timely notice will be given to parents/guardians concerning an increase in tuition.

Warwick Child Care Center, Inc. agrees to offer all employees of the Vanguard Group, Siemens, and Great Valley School District a 10% discount off the normal contracted tuition. This discount can not be combined with any other discounts and this applies to tuition only. A copy of the employee identification card must be provided to verify employment.

Every effort will be made to remain open in inclement weather; however Warwick Child Care Center, Inc. has the option of calling a delayed opening or child care center closing. In the event of inclement weather, please tune in to WCOJ 1420 AM or Channel 10 NBC or www.nbc.com for delays or closing announcements. No tuition refunds will be made for these occasional days. A telephone call chain is established to notify parents.

ARRIVAL AND DISMISSAL

It is the parent's responsibility to assure your child's safe arrival and departure from the building. All parents are required to sign their child in and out daily. For safety reasons, turn your car off while escorting your child to and from the building.

In order to reduce germs and illnesses, children are asked to wash their hands when they enter the classroom each day. Parents are asked to assist their child with this process.

Please notify us with a written note if someone different will be picking up your child. Your child will not be released without notification from you. Identification will be required of any individual other than the parent picking up a child.

Please call the child care center in the morning if your child will be absent.

CURRICULUM INFORMATION

Warwick Child Care Center, Inc. implements the Creative Curriculum. The Creative Curriculum is based on the research and theories of several child psychologists. The curriculum embraces how children develop and learn through the use of goals and objectives, interest centers and small group activity. Family involvement is encouraged. The Creative Curriculum addresses the needs of all children, with a focus on social, emotional, physical and cognitive development.

Fall and spring parent/teacher conferences will be offered annually. Your child's progress, behavior, social and physical needs will be discussed. If requested during the parent/teacher conferences, parents will be referred to the appropriate social, mental health, educational and medical services. A sampling of art work and learning activities are collected in a portfolio to monitor your child's progress annually. This portfolio will be shared with parents at the parent/teacher conferences. A dry erase board in your child's classroom is used as a written means of daily communication to share specific curriculum information.

School age clubs will be offered twice daily for any elementary child that chooses to participate. The clubs are: art, music, fitness, reading, and Fun Friday.

Field Trips: On days off of school, the elementary children will participate in field trips. Parents will be required to sign a permission form for each field trip. The permission form will be sent home one week in advance and must be returned prior to the day of the trip. It is the parent's responsibility to have your child to the center on time for the field trip. If you arrive late, you may drive your child to the location of the trip or make alternate child care arrangements for the day. You **may not** take your child to another Warwick center due to license regulations and child/staff ratios. Children are transported in Warwick Child Care Center, Inc. passenger vans and/or mini school buses. If you do not want your child to participate in the field trip, please make alternate arrangements for child care on the day of the trip. **Each field trip may have an additional cost. Included in this cost will be \$1.50 transportation fees.** Booster seats are provided for all elementary children under the age of eight that are transported in a Warwick Child Care Center, Inc. passenger van.

An evening parent meeting will be offered in August to explain the policies of Warwick Child Care Center, Inc. and to assist the child with transitioning into the Kindergarten or Before and After School Programs.

Time will be available for homework after the children have had free play outside. Please let us know if you want your child to complete his/her homework daily.

Daily Outside Playtime: Please dress your child appropriately, as he/she will be outside daily unless it is raining. All children go outside for short periods of time if the temperature is 25 degrees or higher. Snow pants, hats, boots, and mittens will be needed in the winter and swimsuits, towels, and suntan lotion will be needed in the summer. Please label all clothing. Your child must be well enough to take part in all daily indoor/outdoor activities. A physician's note will be required if your child is not permitted outdoors due to illness. This is to ensure that your child is well enough to be at the center.

Small toys are permitted from home with teacher's approval. Warwick Child Care is not responsible for items brought from home.

If your child has an IEP or IFSP, a copy is requested for your child's file so Warwick Child Care staff can provide the best possible care for your child.

Parents and school age children are asked to complete a written survey annually to assist with continuous quality improvement. Parents are encouraged to offer improvement suggestions at any time.

MEALS

Great Valley School District provides a hot and cold breakfast daily for a reasonable cost per day. You have the option of providing your child with money for breakfast.

Warwick Child Care Center will provide your child with a nutritious afternoon snack. We offer an optional self-serve snack to elementary children. 100% juice is served with each snack with the exception of two afternoon snacks when water will be served. Water is available on a daily basis. Food substitutions are permitted for any snack; however, the substitute food must be a healthy food item, non-perishable and non-microwavable. All food substitutions must be labeled and stored in your child's cubby.

Parents are required to provide a cold lunch and beverage for their child on all early dismissal and school closing dates.

Kindergarten children may purchase lunch in the school cafeteria or bring a cold lunch from home. The Kindergarten children will eat lunch in the Warwick classroom.

HEALTH

A child with the following symptoms will **not be permitted to attend** the child care center:

1. Fever – 101° or higher
2. Vomiting
3. Diarrhea
4. Pink eye or eye infection
5. Severe cough
6. On prescription medication less than 24 hours

You will be called if your child exhibits any of the above symptoms during the day. You or someone you designate is expected to come immediately. Please have a back-up person to pick up your child if you are not in a position to leave your job.

All children must have a physical form turned in within 60 days of their enrollment and and a physical alternating years (at 6,8,and 10 years of age) thereafter. Documented proof of MMR immunizations at 15 months of age is required by Chester County Health Department.

Warwick Child Care Center has the right to expel a child if the required physical form is not returned within the 60 days of enrollment. It is the parents' responsibility to have the child's physical form completed within the 60 days and yearly thereafter.

Warwick Child Care Center employees will not administer prescription or over the counter medications. Should your child require a prescription medication, have the pediatrician write the prescription so that the medication can be given at home. You are welcome to come to the child care at anytime to administer your own child's medications if needed. Warwick Child Care Center, Inc. will administer a nebulizer treatment and an epipen with a doctor's note and the parent's daily signature on the medication consent log.

A Health and Community Services Reference Guide will be provided to parents twice annually.

Parents are required to provide medical insurance coverage for their child. Parents are required to submit all medical bills from accidents while under the care of Warwick Child Care to their own insurance company prior to submitting to Warwick Child Center, Inc.

KINDERGARTEN DAILY SCHEDULE

7:00- 8:00	Indoor Free Play
7:40- 8:00	Club Time
8:00- 8:30	Outdoor Free Play
8:15	Breakfast Option
9:00- 9:15	Optional Morning Self-Serve Snack
9:15-11:45	Circle Time Learning Activity Art Project Learning Centers Outside Free Play
11:45-12:45	Lunch/Free Play with AM/PM Kindergarten children
11:45	AM Kindergarten children arrive
12:45	PM Kindergarten children leave
12:45- 3:30	Circle Time Learning Activity Art Project Learning Centers Outside Free Play
3:38	After School Elementary children arrive
3:40 – 4:00	Optional Afternoon Self-Serve Snack
4:00 - 4:40	Outside Free Play
4:40 - 5:10	Homework Option
5:10 – 5:30	Club Time
5:30 - 6:00	Free Play

ELEMENTARY DAILY SCHEDULE

7:00 - 8:00	Indoor Free Play
7:40 – 8:00	Club Time
8:00 - 8:30	Outdoor Free Play
8:15	Breakfast Option
3:40 – 4:00	Optional Self-Serve Snack
4:00 - 4:40	Outside Free Play
4:40 - 5:10	Homework Option
5:10 – 5:30	Club Time
5:30 - 6:00	Free Play

SUMMER CAMP PROGRAM

A summer elementary program is available at the K D. Markley Center for children who have completed Kindergarten through grade five. A Summer Camp brochure is available upon request. AM snack and PM snack will be provided. An activity fee, based on the number of weeks enrolled for, will be charged at the time of enrollment to help defray the cost of field trips, gas, and pool membership. You may contract for individual weeks of summer care or for the entire summer. You are only charged for the weeks you contract for.

Elementary Summer Schedule

6:30 - 8:00	Indoor Free Play
7:15	Breakfast Option
7:40 – 8:00	Club Time
8:00 – 8:30	Outdoor Free Play
8:30 – 9:00	Indoor Free Play
9:00 - 9:15	Morning Snack

The daily schedule and times are subject to change. Please check the camp information board daily.

9:15 - 12:00	Monday - Chester County Library or Field Trip
	Tuesday - Craft Project
	Wednesday - Special Activity
	Thursday - Field Trip
	Friday - Park and Picnic Lunch
12:00 - 12:30	Lunch - Parent provides
12:30 - 3:30	Swimming at Marsh Creek State Park Pool
3:30 - 3:45	Snack
3:45 - 4:30	Quiet Activity (Board games, cards, drawing, painting, reading, etc.)
4:30 – 6:00	Outside Freeplay