



***2011-2012 School Year
Begins September 7, 2011***



**TEMPLE BETH EL
OF SOUTH ORANGE COUNTY**

Gordon & Sklar Early Childhood Center Program

2A Liberty

Aliso Viejo, CA 92656

(949)362-3999 x 316

www.tbesoc.org

The **TBESOC Gordon & Sklar Early Childhood Center** offers programming for children 10 months-6 years. Our curriculum is built with a balance between developmental and academic philosophies of education with an emphasis on the whole child. The curriculum is designed to create an environment that encourages a love for learning. We place emphasis on: Jewish values, secular and religious school readiness, creativity and social development. The core class hours are 9:00am – 12:30pm and morning schedules are specific to each age group (see section below). We offer enrichment classes for children ages 3 and up as well as our Extended Care program.

The journey begins at the **TBESOC Family Center**, a program within our Gordon & Sklar Early Childhood Center. Our beautiful facility is bright and welcoming and our environment is caring and warm. Within our Family Center, our goal is to help you and your family grow and learn together. The Family Center programming is as follows:

Family Participation Classes

This special class starts you and your child on a path of learning together. We offer two classes based upon age. We offer a course for 10—17 months of age as well as for children 18—24 months of age, together with their parents, grandparents, or caregiver.

Our first course for children and their parents is a 90 minute class that meets weekly. Your child will learn how to interact with peers and begin to navigate the early childhood setting. Discussion topics will range from sleeping through the night, to toilet training, discipline, nutrition, and more. Parent education on Judaic topics will be included.

Transition Program

Our parent participatory classes continue into our Transition Program. This course is designed to promote a smooth transition for your 2 to 3 year old child into our preschool program. This course is a 90 minute course that meets twice a week and includes lunch.

For the first half of the school year, parents attend with their child. From January through June, your child attends by him/herself. The goal of this class is to teach your child to separate from you each day. This classroom is set up with centers, like the preschool rooms. Activities will include secular themes and are developmentally appropriate. The class includes Shabbat and other holiday instruction and celebrations.

Preschool Group I (2-3 year olds from 9:00am – 12:30pm)

We offer classes 2, 3, or 5 days per week for our youngest preschool students. The goal of this class is to provide a positive first school experience for the child when they are ready and comfortable to separate from mom or dad each day.

Preschool Group II (3-4 year olds from 9:00am – 12:30pm)

Classes for this age group are offered 2, 3, or 5 days per week. In addition to the morning preschool hours of 9:00am – 12:30pm, the children who are now over 3 years of age can also participate in the afternoon Enrichment classes (12:30pm – 2:00pm). Please note, children who stay for the afternoon classes must be toilet trained.

Pre-K Groups (4 –5 year olds from 9:00am – 12:30pm)

These classes are offered either 3 or 5 days per week. In addition to the morning preschool hours of 9:00am – 12:30pm, the children in this age group can also take advantage of our afternoon Enrichment classes. The goal for this age group is to build on the skills attained in the younger preschool groups and to leave the ECC fully prepared for Kindergarten and Religious School at Temple Beth El of South Orange County.

Kindergarten Class

The Kindergarten class is a full day program (9:00am – 2:00pm, Monday – Friday). The curriculum consists of Jewish studies, reading, language arts, math, social studies, science, computer instruction, a physical education program, field trips, and gardening.

Afternoon Programming

Temple Beth El's Enrichment classes are held 5 days per week from 12:30pm – 2:00 pm each day. After lunch at 12:30pm your child will move on to their enrichment class for the day. Children who are at least 3 years of age and toilet-trained are eligible for these optional classes.

Monday – Music on the Go

The adventure of musical learning begins here! The children will build a repertoire of songs that supports the development of melody, pitch and rhythm. A new musical style is introduced each month exposing your child to lots of musical genres - Latin, Rock 'n Roll, Classical and more.

Tuesday - Webby Dance

This class begins with warm-up and stretching exercises. Children are taught creative movement and dance techniques across the floor. They will dance to their favorite songs while using props.

Wednesday – Amazing Athletes

Amazing Athletes provides a unique tried and tested sports program that incorporates balance, hand-eye coordination and sports into an active, fun-filled afternoon.

Thursday – Young Art Masters

Amy Linder, local artist, will again lead our little artists in this popular enrichment class. On an early childhood level, they will learn about artists, different mediums and experience different processes.

Friday - In Our World

This enrichment class will provide your child with opportunities to learn about the world we live in. From our local community to the seashore to the mountains and deserts...hands on learning will make for a special time each Friday.

Extended Care Program

This optional program is in addition to our core hours. Your child must be enrolled in Enrichment classes, or our Kindergarten, in order to participate in the afternoon Snack Buddies program.

Drop-in care may be available on a limited basis.

Breakfast Club 8am—9am

Our early drop off program will run from 8am—9am. Breakfast is provided, and will vary from day to day. Your child will then have free time to play. At 9am, your child will be escorted to his/her classroom where they will begin their day.

Snack Buddies 2pm—3pm

At 2pm your child will be escorted from the Enrichment class to Snack Buddies. Here a nutritious snack will be served, and will vary from day to day. Your child will have free time to enjoy playing or relaxing in a fun and friendly environment. Your child must be picked up by 3pm.

Policies & Procedures

Fall tuition is based on a 10 month program. No tuition reductions or make-up days are available. TBESOC members in good standing will receive a 10% Sibling Discount on the lower tuition and enrollment priority. Two payment options are available: 1) TBESOC members who pay Kindergarten tuition in full by July 1st and all other tuition in full by August 1st will receive a 7% discount; Non-members may pay tuition in full, but will not receive a discount. 2) 10 installments to be billed to your credit card. A late charge of \$25 will be incurred for any declined credit cards. If payment is delinquent for more than one month, the space may no longer be reserved for the child, and the child may not attend the center until the balance is current. We reserve the right to pursue collection of all accounts in arrears for the recovery of all sums past due by cashier's check. Temple Beth El of South Orange County Early Childhood Center (TBESOC ECC) and related organizations may use pictures of my child in their promotional materials, including both printed and electronic media. Changes made after July 1, 2011 will be subject to a \$25 change fee. **Department of Social Services Forms must be**

turned in for all students prior to your child starting school. **Any child withdrawing from the ECC must give 2 weeks written notice. If notice is not given, the family is responsible for two weeks additional fee.**

Hours of Operation

Our hours of operation are 9:00am - 12:30 pm, with optional Enrichment classes running until 2pm. Optional Extended Care is available from 8:00am - 9:00am and 2:00pm - 3:00pm. After a 5 minute grace period, there is a \$25 late pick up penalty for each 15-minute interval that your child is here after their scheduled day.

Termination and Withdrawal

TBESOC ECC reserves the right to terminate enrollment under any of the following conditions:

- Refusal to follow through on the recommendation for therapeutic intervention.
- Dangerous and/or abusive behavior by any family member.
- Clinical diagnosis determines that the child needs an environment that the Early Childcare Center is unable to provide.
- Failure to pay appropriate fees.

Illness Policy

TBESOC ECC administrators realize the difficulty in finding alternative care for sick children. Adhering to our illness policy is for your child's protection, the protection of all the children, and the center's staff. Planning in advance to provide substitute childcare for your child when they are sick will avoid last minute worries.

- Children who become ill while at the center, must be picked up by the parent or other authorized person within one hour of contact.
- Children running a fever, must be fever free for 24 hours before returning to the center.

Class Placement

Placement of children is based on developmental readiness, as well as chronological age. The final decision about placement rests solely with the ECC Director of Education.

Non-Refundable Registration Fees Per Child: Pre-School is \$95 Members, \$125 Non-Members; Family Classes \$35 Members, \$50 Non-Members; Kindergarten \$250 Members, and \$275 Non-Members.

Earthquake Kit Fee: \$20 for new students, and \$5 for returning students. No earthquake kit fee for Mommy & Me classes. **Security Fee:** Non-Member families are subject to a \$15 per month security fee that will be charged to their account.

Temple Beth El...Where Jewish learning is fun! Join us!





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Gordon & Sklar Early Childhood Center
2A Liberty, Aliso Viejo, CA 92656
(949)362-3999 Fax: (949)362-5323**

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TBESOC Registration Form 2011-2012 School Year

| | | |
|-------------------------------|-------------------------------|---------------------|
| Child's Name | Date of Birth | Sex: M/F |
| Parent/Guardian's Name | Parent/Guardian's Name | Phone number |

◆Choose the appropriate class/classes and circle the preferred session◆

| Family Class | | | | | | |
|-----------------------------------------------------------------|----------------------|---------------------------------------------------|----------------------------------------------------|------------------------------------------------------|-----------------------------------------------------|--------|
| Mommy & Me Yearly Tuition | Registration Fee* | Monday 9-10:30am 10-17 months old Code: 1FM | Tuesday 9-10:30am 10-17 months old Code: 1FT | Wednesday 9-10:30am 18-24 months old Code: 1FW | Thursday 9-10:30am 18-24 months old Code: 1FH | |
| Members | \$35 | \$465 | \$465 | \$465 | \$465 | |
| Non-Members | \$50 | \$575 | \$575 | \$575 | \$575 | |
| Family Class | | | | | | |
| Transition Yearly Tuition | Registration Fee* | Monday & Wednesday 11-12:30pm Code: 2TMW | | Tuesday & Thursday 11 – 12:30pm Code: 2TTH | | |
| Members | \$95 | \$2000 | | \$2000 | | |
| Non-Members | \$125 | \$2550 | | \$2550 | | |
| Group I Preschool | | | | | | |
| Group I Yearly Tuition | Registration Fee* | 2 Days (T,Th) Code: 32X | 3 Days (M,W,F) Code: 33X | 5 Days (M,T,W,Th,F) Code: 35X | | |
| Members | \$95 | \$2,930 | \$3,760 | \$5,160 | | |
| Non-Members | \$125 | \$3,500 | \$4,680 | \$6,330 | | |
| Group II Preschool | | | | | | |
| Group II Yearly Tuition | Registration Fee* | 2 Days (T,Th) Code: 42X | 3 Days (M,W,F) Code: 43X | 5 Days (M,T,W,Th,F) Code: 45X | | |
| Members | \$95 | \$2,800 | \$3,695 | \$5,025 | | |
| Non-Members | \$125 | \$3,375 | \$4,600 | \$6,230 | | |
| Pre-K | | | | | | |
| Pre-K Yearly Tuition | Registration Fee* | Pre-K 3 Days (M,W,F) Code: 53X | | Pre-K 5 Days (M,T,W,Th,F) Code: 55X | | |
| Members | \$95 | \$3,695 | | \$5,025 | | |
| Non-Members | \$125 | \$4,600 | | \$6,230 | | |
| Kindergarten | | | | | | |
| Kindergarten Yearly Tuition | | Tuition Code: 6K | Registration Fee* | Materials Fee** | Total Tuition | |
| Members | | \$8,395 | \$250 | \$250 | \$8,895 | |
| Non-Members | | \$10,249 | \$275 | \$275 | \$10,799 | |
| Enrichment Classes | | | | | | |
| Enrichment Yearly Tuition | | Monday | Tuesday | Wednesday | Thursday | Friday |
| Members | | \$500 | \$500 | \$500 | \$500 | \$500 |
| Non-Members | | \$575 | \$575 | \$575 | \$575 | \$575 |
| Extended Care | | | | | | |
| Extended Care Yearly Tuition Members & Non-Members | | Monday | Tuesday | Wednesday | Thursday | Friday |
| Breakfast Club & Snack Buddies | | \$350 | \$350 | \$350 | \$350 | \$350 |
| Breakfast Club Only | | \$180 | \$180 | \$180 | \$180 | \$180 |
| Snack Buddies Only | | \$180 | \$180 | \$180 | \$180 | \$180 |

***Registration Fee is Non-Refundable **Kindergarten materials fee due with first payment.**

There is an Earthquake Kit fee of \$20 for new students and \$5 for returning students, Mommy & Me excluded.

Non-Member security fee of \$150 per family.

2011-2012 TBESOC ECC School Year Payment Selection Form

Child's Name: _____

Option 1:

We have chosen to pay all charges in full. This option entitles members of TBESOC to a tuition discount of 7%. Pre-school tuition must be paid by August 1st, 2011. Kindergarten tuition must be paid by July 1st, 2011. Non-members may pay tuition in full, but will *not* receive a discount.

Option 2:

Your credit card will be charged monthly for 10 months on the 1st of each month, beginning August for Pre-school and July for Kindergarten. You will receive a monthly statement for your records.

Please fill out the following section if you would like to sign up for automatic monthly payments made using your MasterCard, Visa, or Discover card, or if you would like to make a one-time payment.

Note: Mommy & Me Classes must be paid in full by August 1, 2011.

TBESOC Early Childhood Education Credit Card Authorization

Please use my Visa, Mastercard, or Discover card to pay my statement fees.

- This is a one time authorization to pay registration & earthquake fee
- This is a 10-month authorization to be billed from July 2011 to April 2012 for Kindergarten.
- This is a 10-month authorization to be billed from August 2011 to May 2012 for Preschool.
- This is a one-time authorization for full tuition to be charged July 1, 2011 for Kindergarten and August 1, 2011 for Pre-School and Family Classes.
- Yes, I'd like to contribute to the scholarship fund. Amount of contribution \$ _____

Card Information: Visa Mastercard Discover **(Please circle)**

Card Number: _____ Expiration Date: _____

Please print name as it appears on card: _____

Signature: _____ Date: _____



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TBESOC Family Information Sheet 2011-2012 School Year

| | | | |
|--------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|------------|
| Last Name: | | TBESOC MEMBER? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Child's First Name: | <input type="checkbox"/> Currently Enrolled <input type="checkbox"/> New Student | Child's Birthday: | |
| Child's First Name: | <input type="checkbox"/> Currently Enrolled <input type="checkbox"/> New Student | Child's Birthday: | |
| Child's First Name: | <input type="checkbox"/> Currently Enrolled <input type="checkbox"/> New Student | Child's Birthday: | |
| Parent/Guardian Name: | | Parent/Guardian Name: | |
| Phone (H) | Phone (W) | Phone (H) | Phone (W) |
| Phone (Cell) | | Phone (Cell) | |
| Address | | Address | |
| City | Zip | City | Zip |
| Email | | Email | |
| Employer | Occupation | Employer | Occupation |
| Employer Address | | Employer Address | |
| Local Emergency Name & Phone Number: | | | |
| Out of Area Emergency Name & Phone: | | | |

FOR OFFICE USE ONLY BELOW

| Child's name | Class Code | Registration Fee | Total Session Tuition | Enrichments | Extended Care | Total Per Child |
|--------------------------|------------|------------------|-----------------------|-------------|-----------------------------------|-----------------|
| 1. | | \$ | \$ | \$ | \$ | \$ |
| 2. | | \$ | \$ | \$ | \$ | \$ |
| 3. | | \$ | \$ | \$ | \$ | \$ |
| | | | | | Earthquake Kit(s) | \$ |
| | | | | | Kindergarten Materials Fee | \$ |
| | | | | | Non-Member Security Fee | \$ |
| | | | | | Full Payment Discount | -\$ () |
| Payment Type | A / C | | | | Sibling Discount | -\$ () |
| Payment Frequency | A / M | | | | Scholarship Fund | |
| | | | | | Total Due | |