

# SciTech STEM

# Pre Kindergarten

## Family HANDBOOK

## 2024-2025

### LOCATION

**336 McKee Street, Suite P, Batavia, IL 60510**

We are located inside the Old Batavia Dairy Building

### PHILOSOPHY

**Mission:** Fueling the curiosity of our youth and igniting their passion for STEM learning through mobile initiatives and community engagement.

**Vision:** Envisioning a world where STEM education is accessible to all.

### CALENDAR

The Classroom will run 9 months - **September-May**. Exact start and end dates, as well as other days off, will be provided to each family. Students will be in session Tuesdays and Thursdays from 9:00-12:00.

### CURRICULUM

At SciTech STEM Pre Kindergarten, our students immerse themselves in a dynamic STEM-focused curriculum that delves into Science, Technology, Engineering, and Mathematics. Through integrated learning in literacy, social-emotional development, communication, and collaboration, our young

scientists embark on enriching, hands-on experiences where play and learning intertwine seamlessly.

### COMMITMENT

Families who enroll in SciTech STEM Pre Kindergarten make a commitment for the entire academic year, reflecting our strong emphasis on maintaining a cohesive family atmosphere within our program. As a small non-profit, careful budget planning is crucial, and we rely on the tuition from each enrolled family. Therefore, we expect tuition payments for the full school year, irrespective of student attendance.

Please note that in the event of dismissal from SciTech STEM Pre Kindergarten, no refunds will be issued for registration, supply fees, or tuition.

### ENROLLMENT

SciTech STEM Pre Kindergarten reserves the right to terminate enrollment if it is determined that we cannot effectively meet your child's needs, if there is a safety concern for your child or others, if there is damage to property or theft, or if your child disrupts the learning environment for other students or staff. This list is not exhaustive, and SciTech maintains the discretion to make decisions in the best interest of all students.

### TUITION POLICIES

In order to enroll in SciTech STEM Pre Kindergarten program, a \$150 registration fee is required (per child). This fee is **non-refundable**, and will cover the cost of registration and operations.

Upon enrollment, families are committing to pay, in its entirety, the remaining years tuition. (Total of 9 months: September- May)

## PRICING

Registration	Yearly - \$150 per child
Tuition	Monthly - \$375 per child
Total	Yearly - \$3,375 per child *\$3,225 if full payment is received on or before September 5th

## TUITION PAYMENTS

Our Monthly tuition can be paid via cash, check, or credit card. If you choose to pay with a credit card, there is a 4% processing fee; If there are ever any issues with payment- please always contact us! Our goal is to assist you in the best way possible.

## LATE FEE

There will be a \$15 charge for late pickup. We give a 5 minute grace period. Anything 5 - 15 minutes will be a \$15 charge. Anything at 16 minutes, or later the charge is \$2 a minute in addition to the \$15 fee.

## SICK POLICY

To ensure the safety and well-being of everyone at SciTech STEM Pre Kindergarten, please keep your child at home if they are unwell. If your child experiences vomiting, diarrhea, or a fever, we kindly ask that they remain at home until they have been symptom-free for 24 hours. Working together, our top priority is to maintain a safe and healthy environment for all. Thank you for your cooperation.

## OUTDOOR ACTIVITY

At SciTech, we emphasize the importance of movement and outdoor play as integral to learning! We integrate outdoor experiences into our STEM activities. Please ensure your child is dressed appropriately for outdoor play on days when weather permits. Additionally, each student should bring seasonal clothing and footwear to keep at school.

### PHOTOGRAPHS

Families are required to give consent (during the registration process) for their children to be photographed. Parents should understand that any photos taken during the school day may be posted on SciTech's Instagram and Facebook page, or used in other promotional materials.

If you do not wish for your child to be photographed, please indicate that on your registration. We respect every family's right to protect the privacy of their children.

### PARENT PARTNERSHIP

As a parent, with children enrolled in SciTech STEM Pre Kindergarten,

- I understand that I am an active part of my child's education.
- I understand that we do not work through the state of Illinois for any services or assessments.
- I understand that I will bring any questions or concerns to my child's teacher.
- I understand that I will respectfully discuss any challenges with SciTech's Executive Director, Amanda Mistretta.
- I understand that we are a team and we will work together to solve any problem that may arise.
- I understand that I have committed to this program for 9 months.
- I am committing to paying my tuition, for the entire year, over the course of the 9 months.
- I am committing to pay monthly tuition before the 5th of every month.
- I understand that all communication regarding my child must be sent via email.

- I agree to hold SciTech and all staff harmless from any and all claims, loss or damage, liabilities and costs, including attorney's fees, as a result of you and your child's participation in education and developmental play or any events incidental to this Activity.

I have read and agree to the Family Handbook

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Printed Name

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Date

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Signature

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Date