



children's
workshop

Building Better Kids

2023/2024 Policies Agreement

Registration Fee and Tuition

At the time of registration, we require a one month refundable tuition deposit (to be applied for January 2024 tuition) and a **non-refundable** registration fee. The fee is \$70 for your first child and \$50 for each additional child in the family. Scholarships for our Pre-Kindergarten Classrooms are available on a limited basis and applications are available through our director.

Tuition Refund

To receive a full refund of the January 2024 tuition deposit, you must notify Children's Workshop in writing by May 25, 2023, 3pm. In the event that a child withdraws mid-year, a minimum of four weeks written notice is required.

Toilet Training Policy

Your child must be toilet trained to attend our Preschool 3's and Pre-Kindergarten programs. We are not licensed by the State of Michigan to change diapers in our Preschool and Pre-Kindergarten Classrooms. It will not be necessary for your child to be toilet trained in the Toddler and Tween Classes.

Vaccine Policy

Children's Workshop requires all students to be fully vaccinated with their childhood vaccines – COVID NOT REQUIRED. A Medical Contraindication form signed by your child's physician is accepted in lieu of vaccinations and is available at your doctor's office.

Please sign below as a confirmation that you understand these policies.

Thank You,

The Children's Workshop Staff and Advisory Board

I have read the 2023/2024 Policies Agreement and to the best of my knowledge, I understand and am familiar with these policies.

Parent's Name (Please Print)

Child's Name (Please Print)

Signature of Parent

Date