

TK/KINDERGARTEN ENROLLMENT 2019-2020

Dear Parents/Guardians,

Thank you for your interest in our child care services at the Cipriani, Redwood Shores, or Nesbit School sites. We also serve TK/Kindergarten children who attend Fox and Central Schools at our off-site location, Footsteps@Barrett, in partnership with the City of Belmont.

Footsteps Child Care, Inc. is a parent organized, not-for-profit corporation operating on-site at Cipriani School, Nesbit School, and Ralston Middle School in Belmont and Redwood Shores Elementary Schools in Redwood Shores. We also operate a full day infant/toddler/preschool program at Nesbit School, a morning pre-kindergarten program at our Cipriani Site, and a full day preschool in Redwood City.

Our **mission** is to provide infants, children, youth, and their families quality programs in a safe, nurturing, and enriching environment, through caring and professional staff and family involvement. The program provides children with opportunities to learn and develop new skills through a variety of play experiences and includes free choice activities, homework assistance, healthy snack, science, arts and crafts, music, movement, non-competitive games, sports, neighborhood outings, field trips, and activity clubs. The curriculum includes a variety of both group and individual activities (structured and non-structured), geared to their age level and ability.

Frequently Asked Questions

When can I enroll my child for child care for the school year 2018-2019?

We take enrollment forms on April 2, 2018, after you receive your child's school placement. Enrollment is on first-come-first-serve basis. When enrolling, you must pay a non-refundable registration fee and deposit to secure your space. Enrollment forms and rates will be available on our website, www.footstepschildcare.org, February 2018. Siblings of children currently attending a Footsteps Child Care location receive priority enrollment before April 2, 2018.

What types of schedules are available?

We offer scheduling choices for our on-site locations. We open at 7:00 AM for before school care and will walk your child to their kindergarten classroom when school begins and pick the children up directly from their classroom at dismissal time. You can choose before school care (Session One), after kindergarten care until 3:00 PM (Session Two), and/or afterschool care until 6:15 PM (Session Three), or a combination of the three schedules. We also offer a three-day per week and a five-day per week choice.

- **Barrett Location:** We pick up your child after Kindergarten dismissal at Fox and Central Schools and transport to the Barrett Community Center. We only offer one schedule, five days per week from school dismissal until 6:15 PM. We offer before school care at our Barrett Community Location for Central children and transport children via Footsteps vehicle to Central School, if three or more children enroll.

What are the costs?

2019-2020 rates and enrollment forms for each schedule and site will be posted on our website, www.footstepschildcare.org in early February. We offer a 5% per child sibling discount for any sibling enrolled in a Footsteps Child Care program. We offer limited fee subsidies for families who qualify and cannot afford the full tuition.

Is there a Waiting List? Will I be able to get in?

This year we are full at most locations. We anticipate filling quickly again for the 2018-2019 school year. We have not started a wait list because we do not accept children until they are enrolled in a school site. If you enroll immediately after learning your child's school assignment, there is an excellent chance we will be able to provide care for your child.

What if I only need child care occasionally?

You can enroll your child as a "drop-in" and use our program on an as-needed basis providing we have space available that day. There is an hourly drop-in rate, with a two hour minimum enrollment.

What about lunch?

The kindergarten children eat lunch with us at child care. You may send a lunch or order hot lunch through the school. We offer a pizza lunch on Wednesdays. For \$6, your child will receive whole-wheat pizza, fruit or yogurt, and water. We provide daily afternoon snacks for those who stay beyond 3:00 PM. We have received the gold level Healthy Apple Award because we provide healthy nutritious snacks and ample physical activities.

What do we do when school is closed for holidays and breaks?

Child Care is open 7:00 AM-6:15 PM on certain holidays and all breaks at selected locations. There is an additional fee for care for each day you enroll. Late enrollments are subject to a \$10 per day late charge. During the weeklong breaks (Winter Break, Mid-Winter Break, Spring Break) we include a field trip on one of the days and usually charge an extra \$10.00 to cover the field trip expenses. Two nutritious snacks are included each day; you need to provide lunch for your child. Enrollment forms for non-school days are found in our newsletter or website.

Can my child start the summer before they enter TK/Kindergarten?

Yes, your child is welcome to attend our summer camps. This is a great way for the staff and children to get acquainted before the school year. You can enroll your child in camp on a weekly basis. Camps will include Spanish or Mandarin art and culture and cooking, swim camp, and a general day camp called Camp Footsteps with field trips, special events and educational themes. Camp enrollment will start in February. We also offer camps for older children including Coding, STEAM, Sports Camp, Tennis and Swim Camp and Middle School Camp. Please check our website, www.footstepschildcare.org, for more information.

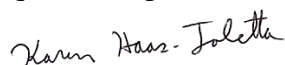
What are your admissions policies?

We are non-discriminatory in admission, giving equal access to services without regard to race, religion, place of national origin, gender, sexual orientation, or mental or physical ability. A parent or guardian is required to visit the site for an orientation before their child attends. We will make every effort to include children with special needs in our programs. Children who have special needs are considered for admission on an individual basis. The Site Director will meet with the parent or guardian before enrollment to determine if the program is the best environment for the child. Upon enrollment, staff and parents will continue to meet regularly to monitor the child's progress and discuss how best to support the child. It is sometimes necessary to redirect children and their families, especially if we do not have facilities or staff to work with the child's needs. In these cases, the Site Director and the child's parent or guardian will decide if the center can properly meet the needs of the child.

Are your programs licensed and what is your adult to child ratios?

Our child to adult ratio is approximately 10:1 or less, which far exceeds licensing requirements of 14:1; and our staff meets all requirements of Social Services Community Care Licensing. Our Footsteps@Cipriani Site license # is 410518969, our Footsteps@Nesbit Site License # is 414001160, and our Footsteps@Shores Site license # is 414002640. Footsteps@Barrett is a registered Spanish Heritage School and is therefore exempt from licensure; our adult to child ratio is approximately 9:1. Our programs are accredited through the Council on Accreditation.

Thank you for your interest in our programs. We hope we can provide care for your family. If you have other questions, please contact our Administrative Office. My email is karen.haas-foletta@footstepschildcare.org.



Karen Haas-Foletta
Executive Director