

WESTMORELAND CHILDREN'S CENTER

2023 - 2024 PRESCHOOL PROGRAM INFORMATION

APPLYING

Parents are strongly encouraged to take a tour of the Center prior to submitting an application. Applications are accepted beginning **November 1st** prior to the year of enrollment. Applications are dated when they are received and must be submitted with the \$100 application fee. Applications are considered for the year of enrollment only, and do not carry forward into the following enrollment year.

PRESCHOOL PROGRAMS

Westmoreland Children's Center offers flexible programs designed to respond to our children and families by meeting a variety of needs. Westmoreland Children's Center offers part-time and full-time programs for the school year (September - mid-June). Each class is taught by a lead teacher and one or more assistant teachers/floater.

Program	Ratio	Location
2 Year-Olds	1 Adult for Every 6 Children	Circle
3 Year-Olds	1 Adult for Every 10 Children	Circle
4 Year-Olds	1 Adult for Every 10 Children	Westbrook Only

Westmoreland Children's Center is licensed by the Division of Early Childhood Development/Office of Child Care of the Maryland State Department of Education as a nursery school and as a child care center. Westmoreland Children's Center's preschool programs are accredited by the National Association for the Education of Young Children (NAEYC).

PLACEMENT

Because we believe in the individuality of each child, we make placement decisions based on a number of factors. These include Chronological Age, Availability of Space, Family Childcare Needs, Parent and Teacher Recommendations and Prior School Experience.

AGE GUIDELINES

Each applicant **must** meet the specified age requirement by **September 1st** of the year the child starts enrollment.

2 year-old programs	2 years old by September 1, 2023
3 year-old programs	3 years old by September 1, 2023
4 year-old programs	4 years old by September 1, 2023

CLASS COMPOSITION

In 5 day classes with both part and full day enrollments, the Center seeks a balance of nursery, lunch bunch and full-day enrollments. Every attempt is made to preserve this balance, with the recognition that the Center has an obligation to meet the needs of its continuing families. The number of nursery school, lunch bunch, and full day enrollments is determined following the placement of continuing children.

The Center does not discriminate on the basis of race, color, national or ethnic origin in the admission of students, the employment of faculty and administration, or in the administration of its programs. Moreover, the Center is absolutely committed to maintaining diversity in the socio-economic makeup of its student body.

The Center attempts, but does not guarantee to maintain an equal balance of boys and girls.

WAIT LIST

Families who are not offered a space in late January will be notified and placed on the waiting list. Applicants from the waiting list will be placed as space becomes available. When parents are notified, they will have 72 hours to respond to WCC's offer of a space. The waiting list remains active only through the school year for which the application is submitted.

APPLICATION FEE

A \$100 non-refundable fee is required with each application. When two or more children from the same family apply at the same time, one fee is charged. Mail completed applications with application fee to:

**Westmoreland Children's Center
Attn: Admissions
1 Westmoreland Circle
Bethesda, MD 20816**

ENROLLMENT DEPOSIT

Upon acceptance, a non-refundable deposit of \$800 is due with the enrollment acceptance form and is applied to the final tuition payment. This deposit is non-refundable and must be submitted by the date noted in the child's acceptance letter in order for WCC to hold the space.

ENROLLMENT DECISIONS

The Center reserves the right to deny enrollment or re-enrollment to a current or prospective student if he/she does not meet any eligibility criteria as determined by the Center in its sole discretion.

In addition, the Center believes that a positive and constructive working relationship between the Center and a student's parents (or guardians) and a positive and constructive relationship between the Center and each student is essential to the achievement of the Center's educational purpose.

Accordingly, as part of its eligibility criteria, the Center may consider the working relationship between the Center and a student's parents (or guardians) and the relationship between the Center and each student in making decisions to enroll, re-enroll, dismiss, or enroll the sibling or other family member of a student.

Child's Name _____ Date of Birth _____ M/F _____

Please indicate choice of program:

5 Day 2's _____

5 Day 3's _____

5 Day 4's Pre-K _____ **WESTBROOK LOCATION ONLY**

Please select schedule below:

Nursery School Only (9 am - 12 pm) _____ (includes AM snack)

School Day (9 am – 3 pm) _____ (includes AM snack & lunch) ***3's 4's only**

Nursery School w/Full Day Child Care (8:00 am – 6:00 pm) _____ (includes breakfast, lunch, AM/PM snack)

For Nursery Program's Only

Add Breakfast (8:00 am – 8:30 am) _____

Add Lunch (12 pm – 1 pm) _____

Please select one of the following:

New Family ___ Continuing Family ___ Returning Family-New Child ___ Alumni Family ___

Parent/Guardian #1: _____ Cell: _____

E-mail: _____ Employer: _____

Parent/Guardian # 2: _____ Cell: _____

E-mail: _____ Employer: _____

Home Address: _____ City and Zip Code: _____

Home Phone: _____ (If none, please indicate N/A)

If this is your first application with WCC, what directed your attention to our wonderful school?

Friends___ Signs___ Website___ Word of Mouth___ Advertisement (where?) _____

In accordance with our policy to maintain racial and ethnic diversity in our student population, this information is requested (not required): Caucasian ___ African-American/Black ___ Hispanic ___ Asian ___ Other _____

Parent/Guardian Signature _____ Date _____