



ARCHER COOPERATIVE NURSERY SCHOOL 2023-2024 SCHOOL YEAR ENROLLMENT INFORMATION PACKET

CLASS OFFERINGS, TUITION RATES & HOW TO REGISTER GUIDE

Archer Cooperative Nursery School is committed to providing quality preschool education through program diversity and age-appropriate child development techniques and activities. The cooperative nursery school concept provides a unique opportunity for parents to actively participate in their children's learning process by assisting in the child's classroom. We believe that cooperative education successfully blends the essential elements for optimum learning by young children: quality teachers, committed parents and the children themselves.

Archer Nursery School was founded in 1964 as a non-profit, non-sectarian organization. The school is licensed by the State of New Jersey Department of Children and Families and exceeds State standards in staff, facilities, and program.

Contacts:

Director archerns@verizon.net

Registrar archerregistrar@gmail.com

37 East Allendale Ave., Allendale, N.J. 07401 * (201) 327-6016

Archer Cooperative Nursery School

2023-2024 Class Offerings

2 1/2-Year-Old Program, *Child must turn 2 years-old by March 12, 2023*

Tuesday & Thursday	9:00AM - 12:00 PM
Friday, Optional 3rd Day	9:00AM - 12:00 PM
Lunch Bunch offered Thursday and/or Friday	12:00PM - 1:00PM

*2.5s do not need to be potty trained to join the program. However, 2.5s must be potty trained to attend Lunch Bunch

3-Year-Old Program, *Child must be 3 years old by October 1, 2023*

Monday, Wednesday, Friday	9:00AM - 12:00PM
Thursday, Optional 4th Day Enrichment Class	9:00AM - 12:00PM
Lunch Bunch offered Monday, Wednesday, Thursday, Friday	12:00PM - 1:00PM

Pre-K Program, *Child must be 4 years-old by October 1, 2023*

Monday through Thursday	9:00AM - 12:00PM
Friday, Optional 5th Day Enrichment Class	9:00AM - 12:00PM
Lunch Bunch offered Monday, Tuesday, Wednesday, Thursday (2hr)	12:00PM - 2:00PM
Lunch bunch offered Friday, (1hr)	12:00PM - 1:00PM

**All core classes run for 3 hours from 9:00AM-12:00PM*

Lunch Bunch

Archer offers "Lunch Bunch" classes that are extensions to regular class time. Lunch Bunch is teacher directed fun. Activities vary daily and may include circle time, creative art activities, music, movement, independent choice, and playground time. Children pack a lunch and enjoy eating with friends at school. *Pizza is available for purchase on Wednesdays.*

Lunch Bunch classes may be combined with multiple age groups.

2.5s and 3s Lunch Bunch:	12:00PM – 1:00PM
Pre-K Lunch Bunch:	12:00PM - 2:00PM, Fridays only from 12PM-1PM

**ALL CLASS OFFERINGS ARE CONTINGENT UPON ENROLLMENT NUMBERS*

Refund Policy

The \$250.00 Registration Deposit is non-refundable.

It should be understood that Archer must plan for equipment, supplies and staffing based on enrollment prior to the start of the school year. Refunds are based on the formal receipt of a "Withdrawal/Change of Enrollment Form" signed & dated by the parent/guardian and the Archer Nursery School Registrar. The Archer Director solely determines any pro-rate computation, based upon internal invoice guidelines.

Again, please note, the \$250.00 registration deposit is strictly non-refundable.

Archer's tuition reimbursement policy is as follows for families exiting the school:

The parent/guardian is required to submit a letter to the Board President with details surrounding the request for tuition reimbursement, for board review. The prorated obligation of all relevant tuition and fees will be determined.

After June 1, 2023, tuition will only be refunded in the event that Archer is able to fill the spot in the classroom vacated by the student. Tuition reimbursement will only occur in the year in which the child was scheduled to attend school and as stated above, the \$250 deposit is not refundable.

2023-2024 TUITION RATES

\$250.00 Non-Refundable Registration Deposit

Deposit Breakdown: \$100.00 registration fee plus \$150.00 credited towards Quarter 1 Tuition bill

Payments:

Monthly tuition rate breakdown reflect Archer's Annual Tuition amount divided by 10 equal parts.

Tuition payments are made quarterly on June 1, September 15, November 15, and January 15.

10% Multiple Child Discount Incentive:

Enrollment of two or more siblings qualifies for a **10% discount** on the **regular, core** class tuition for each additional child.

Discount is applied to the less costly tuition.

<u>Tuition and Fees</u>	<u>Monthly Tuition</u>	<u>Total Annual Tuition</u>
2½-Year-Old class		
2-day program: Tuesday & Thursday	\$260.00	\$2,600.00
3 rd Day Friday Class	\$130.00	\$1,300.00
Lunch Bunch Offered Thursday and/or Friday	\$40.00 *monthly rate for 1 day per week	\$400.00
3-Year-Old class		
3-day program: Monday, Wednesday, Friday	\$360.00	\$3,600.00
4 th Day Enrichment Thursday class	\$125.00	\$1,250.00
Lunch Bunch Mon, Wed, Thurs and/or Fri	\$40.00 *monthly rate for 1 day per week	\$400.00
Pre-K class		
4-day program: Monday through Thursday	\$480.00	\$4,800.00
5 th Day Enrichment Friday class	\$125.00	\$1,250.00
Lunch Bunch Mon, Tues, Wed, and/or Thurs (2 hours)	\$80.00 *monthly rate for 1 day per week	\$800.00
Lunch Bunch, Friday (1 hour)	\$40.00 *monthly rate for 1 day per week	\$400.00
Work Session OPT-OUT FEE		
Opt-Out of Co-op Work Session Commitment - Family Fee		\$200.00

THINGS TO KNOW ABOUT REGISTRATION

WHEN CAN CURRENT AND ALUMNI FAMILIES REGISTER?

ENROLLMENT OPENS ON SATURDAY, JANUARY 21ST 2023 AT 9:00AM FOR OUR CURRENT AND ALUMNI FAMILIES. PLEASE NOTE ALL REGISTRATION IS TIMESTAMPED ON A FIRST COME FIRST SERVE BASIS. **THE REGISTRATION LINK WILL BE EMAILED TO FAMILIES ON JANUARY 18TH 2023**, (3 DAYS PRIOR TO REGISTRATION)

WHEN CAN FAMILIES NEW TO ARCHER REGISTER?

ENROLLMENT BEGINS ON TUESDAY, JANUARY 24TH 2023 AT 9:00AM. PLEASE NOTE ALL REGISTRATION IS TIMESTAMPED ON A FIRST COME FIRST SERVE BASIS. PLEASE EMAIL OUR REGISTRAR AT ARCHERREGISTRAR@GMAIL.COM FOR THE REGISTRATION LINK.

NEW FAMILIES ARE WELCOME AND ENCOURAGED TO CALL OUR DIRECTOR, FOR MORE INFORMATION REGARDING OUR SCHOOL AND TO SCHEDULE A TOUR, PRIOR TO REGISTERING FOR OUR PROGRAMS

THE DIRECTOR OF OUR SCHOOL IS KATHY McNAUGHT; PHONE (201)327-6016 - email archerns@verizon.net

Additional Registration Information:

Your child's registration is considered complete only when both the enrollment application and \$250 deposit are submitted online.

If core classes or lunch bunches are full, your child will be placed on a waitlist. If/when an opening occurs, the next wait-listed entry will be contacted by phone and e-mail. You have 24 hours to reply (either call or e-mail the registrar) to confirm that you wish to accept the open spot. After 24 hours, the next person on the waitlist is contacted, etc.

Class placement is determined based on enrollment size; classes are evenly distributed.

A copy of each child's most current, up-to-date health records must be uploaded to the student online portal by June 1, 2023 (BEFORE the Mandatory June General Membership meeting). Children must be up-to-date on all immunizations in order to attend school in September.

CO-OP Membership Commitment

One person from each family must serve on a committee as part of the Archer Membership Commitment. Please note, families MAY NOT choose to opt-out of a committee assignment responsibility.

Attendance at two (2) Mandatory Membership

June General Meeting: **Tuesday, June 6, 2023, 7:30pm**

September General Meeting: **Tuesday, September 5, 2023, 7:00pm**

**Dates are subject to change*

Work Session Participation

Participation in one (1) work session is required. Work Session Date for the upcoming school year are **Saturday, June 24, 2023 OR Saturday, August 26, 2023**. Work sessions begin at 8:00am and typically end by 11:00am.

Families may opt-out by paying a \$200.00 opt-out fee.

For questions, please contact: Director Kathy McNaught, (201)327-6016, archerns@verizon.net or Registrar/Office Assistant Ally Cafaro, archerregistrar@gmail.com