

Sunrise Montessori School

February 19, 2021

Dear Parents and Guardians,

RE: ENROLMENT FOR SCHOOL YEAR 2021-2022

Re-enrolment for the 2021-2022 school year begins February 19, 2021. Families currently at the school will be given priority on class spaces until March 31, 2021, after which new families will be offered spaces.

We understand that this past year has been very challenging and uncertain as the COVID-19 pandemic has had an impact on all of us – our daily lives and on our communities. We, at Sunrise Montessori School are committed to providing a safe and healthy environment for all children, family and staff and will continue to do so.

With this in mind, we would like to present our current families and any personal referrals with the first opportunity for enrolment for September 2021. We encourage parents to re-enroll promptly as spaces will not be reserved once a class has reached its intended teacher-student ratio. As there is currently a list of children on the wait list, we encourage all parents to re-enroll promptly.

The meal plan which includes breakfast, snacks and lunch and the academic material provision is incorporated into the tuition fee with the exception for the Elementary program.

Please find attached our 2021-2022 re-enrolment information and requirements.

Families are asked to review the tuition fee options that will best suit their needs and complete the returning portion of the re-enrolment package. To re-enroll, please ensure you have reviewed and complied with the following:

1. Please submit the first installment deposit plus the Activity Fee towards each child's tuition for next year as confirmation. Cheques are to be dated March 31, 2021 and submitted with the balance of your child(ren)'s tuition in post-dated cheques.

Parents have the option to email transfer the first installment deposit plus the Activity Fee to account@sunrisemontessori.ca and email us the registration forms.

2. Submit your re-enrolment forms, deposit and all post-dated cheques or EMT us no later than March 31, 2021 to register your child/children to ensure they are given priority placement.
3. If there is another sibling joining any of our programs, parents have until March 31, 2021 to register the child to ensure they are given priority placement. A reduction from the tuition fees is offered to the 2nd sibling of 4%.
4. Please update any changes in home or e-mail address and contact phone numbers for our school records.
5. The attached page (page 2) must be submitted in order for the re-enrolment to be considered completed. Elementary students and respective parents must do the same.
6. You may meet with or contact Ms Grace to address any questions you may have. Kindly submit the re-enrolment application with all the required payments in a sealed envelope to the attention of Ms Grace Koo.
7. Please be informed that no refunds on the first installment deposit will be entertained for any withdrawals tendered in after May 31, 2021.

If you will not be enrolling your child(ren) at Sunrise Montessori for 2021-2022 school year, we ask that you complete the not returning bottom portion of the re-enrolment page and submit it to the office no later than Wednesday, March 31, 2021.

Again, thank you for your continued support.

Regards,

Grace Koo
Principal

Sunrise Montessori School Student Returning for the 2021-2022 School Year

I understand that in signing this contract for the upcoming 2021-2022 school year, I am agreeing to abide by the policies and procedures of Sunrise Montessori School, as outlined in the Parent Handbook, as well on the attached Re-enrolment & Fee Policies. I agree to submit all tuition fees, as and when due, all fees and extras payable in respect to my child's re-enrolment, according to the 2021-2022 Casa, Elementary, Toddler and Infant Fee Schedule (see attached). I understand that Sunrise Montessori has the authority and sole discretion to give up my child(ren)'s space if I fail to enroll and/or satisfy the March 31, 2021 re-enrolment priority deadline.

Child's Name: _____ **Parent's Name:** _____

Date of Birth: _____ **E-mail** : _____

Program Registered For: Infant Toddler Junior CASA Senior CASA Elementary
 French Immersion (Junior CASA) French Immersion (Senior CASA)

Schedule: () Full Time () Extended Program

Meal Plan: () Yes or () No for Elementary Program only

Deposit Paid:

Activity Fee - \$250 () CASA & ELEMENTARY PROGRAM
 - \$100 () TODDLER PROGRAM

Date	Cheque No:	Amount:

Signature of Parent

Date

Please complete this portion if your child is not returning for the 2021-2022 School Year.

Child's Name : _____

Signature of Parent : _____

Date : _____



Sunrise Montessori School - Tuition Fee Schedule 2021-2022

CASA (2.5 years old – 6 years old) (English Program)

5 full Days	Monday to Friday	8.30 a.m. – 3.30 p.m.	\$1160.00/month
5 Full Days (Extended.)	Monday to Friday	7.15 a.m. – 6.00 p.m.	\$1260.00/month

Fee is inclusive of snacks, lunch and academic materials

CASA (2.5 years old – 6 years old) (French Immersion Program)

5 full Days	Monday to Friday	8.30 a.m. – 3.30 p.m.	\$1240.00/month
5 Full Days (Extended.)	Monday to Friday	7.15 a.m. – 6.00 p.m.	\$1340.00/month

Fee is inclusive of snacks, lunch and academic materials

TODDLER (18 MONTHS – 2 ½ YEARS OLD)

5 full Days	Monday to Friday	8.30 a.m. – 3.30 p.m.	\$1360.00/month
5 Full Days (Extended.)	Monday to Friday	7.15 a.m. – 6.00 p.m.	\$1460.00/month

Fee is inclusive of 5 meals a day (breakfast, 3 snacks and lunch)

INFANT (BIRTH – 18 MONTHS)

5 full Days	Monday to Friday	8.30 a.m. – 3.30 p.m.	\$1650.00/month
5 Full Days (Extended.)	Monday to Friday	7.15 a.m. – 6.00 p.m.	\$1750.00/month

Fee is inclusive of 5 meals a day (breakfast, 3 snacks and lunch)

ELEMENTARY

5 full Days	Monday to Friday	8.30 a.m. – 3.30 p.m.	\$1100/month
5 Full Days (Extended.)	Monday to Friday	7.15 a.m. – 6.00 p.m.	\$1200/month

Fee is inclusive of academic material fee. Meal plan is available at \$120 per month including snacks and lunch (optional)

TODDLER

ACTIVITY FEE (In-house events*, Year Book) - \$100 per year upon registration

CASA, JK/SK, ELEMENTARY

ACTIVITY FEE (Seven Day Field Trips, In-house events*, Year Book) - \$250 per year upon registration

- In-house Events refer to Magic Shows, Musical Performances, and others)

REGISTRATION FEE: \$200 due upon registration (one time - non refundable) – for new registrants only

Payment Options

Option 1

- Full Yearly payment due at time of enrolment
- With 4% discount
- One (1) full payment per year at the time of enrolment

Option 2

- Last month due at time of re-enrolment
 - Nine (9) post-dated cheques dated the 1st day of each month (CASA and ELEMENTARY program)
 - Eleven (11) post-dated cheques dated the 1st day of each month (INFANT and TODDLER program)
- Please Note: Enrollment is for the whole school year, NO refunds for illness, vacation time or school holidays.**