

Frequently Asked Questions (FAQs)

Common Abbreviations and Terms:

GRCS - Grand Rapids Christian Schools

ELC - Olivia Haverkamp Early Learning Center

Buds - Our classrooms for children 18-30 months

Blossoms - Our classrooms for children 30 months-3 years

GENERAL OPERATION

When and where can I register?

Registration is currently open. Please visit the [Olivia Haverkamp Early Learning Center website](#) for more information and a link to register.

Do I need to sign a contract and commit to a certain time frame of care?

Parents are asked to register to reserve their spot and, once approved, a contract must be completed and signed. A one week deposit is due at the time a child begins. To disenroll, families must give the ELC a two-week notice.

How old does my child need to be to be eligible for childcare at the ELC?

A child must be 18 months of age by their first day of care.

How many childcare classrooms are located in the ELC?

We have five classrooms for our children entering the Early Learning Center.

- Our two “Bud” rooms are for children ranging from 18 - 30 months. The maximum number of children in each room is 11, with three caregivers.
- Our three “Blossom” rooms are for children 30 months to 3 years. The maximum number of children in each room is 14, with two caregivers.

What will the ELC calendar look like?

The ELC is open Monday through Friday from 7:00 am to 6:00 pm. The ELC is open year-round except for the following days:

- New Year’s Eve Day
- New Year’s Day
- Memorial Day
- Fourth of July and one additional day (shared each year on the ELC calendar)
- One week in August for deep cleaning and staff professional development (specific dates shared each year on the ELC calendar)
- Labor Day
- Thanksgiving Day and the day after Thanksgiving

- One week during Christmas break (specific dates to be shared each year on the ELC calendar) that includes Christmas Eve Day and Christmas Day
- Three early dismissal days for staff professional development

Families are expected to pay their regular weekly rates over Federal holidays but are not expected to pay for the August cleaning/PD week or the week of closure at Christmas.

In the spring and fall we will share a yearly calendar for the year. The calendar will have the exact dates of these breaks/holidays/and staff professional development days.

The Early Learning Center does reserve the right to be closed a day(s), if needed, for building repairs or contagious illness. As part of Grand Rapids Christian Schools, the ELC will follow the same snow days as the rest of the district, and as determined by the Superintendent.

Will childcare at the ELC be available for enrolled children during vacation periods such as Christmas and Spring Break and on snow days?

We are typically closed the week between Christmas and New Years. The specific dates change from year to year but all information is shared with families in the yearly calendar. The ELC is open during the week of Spring Break, but we take Good Friday off. The ELC follows the same snow days that are called for Grand Rapids Christian Schools.

Is the ELC licensed?

Yes, we are a licensed childcare facility in the state of Michigan.

What are your hours of operation?

Monday - Friday from 7:00 am to 6:00 pm

How many children will be in each room?

- In our 18 - 30 month “Bud” rooms there is a maximum of 11 children per room with one lead caregiver and two aides.
- In our 30 month to three year “Blossom” rooms there is a maximum of 14-16 children per room with one lead caregiver and one aide.

Are breakfast, lunch, and snacks provided?

Yes, breakfast, lunch, and snacks will be provided at specific times according to the daily schedule. The menu each month follows the CACFP nutrition guidelines.

What are the daily childcare schedule options and pricing?

Full-time (Monday through Friday) - \$295 per week + transaction fee

Part-time (Monday, Wednesday, Friday) - \$195 per week + transaction fee

Part-time (Tuesday, Thursday) - \$150 per week + transaction fee

DEVELOPMENT AND READINESS

Does my child need to be potty trained to be in a Blossoms class?

No, families are encouraged to begin the potty training process when their child is developmentally ready. We are committed to working with parents during their child's potty training transition.

What determines readiness to move from Buds to Blossoms?

The primary factors are the child's age as well as an assessment of the child's developmental readiness. A final determination will be made in conjunction with the parents and ELC Lead teachers. Our transition periods will occur in January, June, and August each year.

OTHER

What is my first step in expressing interest in the ELC?

Please fill out this [Inquiry Form](#) to express your interest and share your contact information with us so that we can include you on our communication list.

Will children enrolled in the ELC be able to attend any of our campuses when they enroll in Preschool?

Yes, our ELC families will benefit from early enrollment opportunities for preschool at all three of our preschool campuses.

Is the ELC only open to GRCS families?

The ELC is intended to support the need for quality childcare in the Grand Rapids community. Therefore, registrations will be accepted on a first-come, first-served basis, and families whose children do not attend GRCS will be offered the same opportunity to register their children as GRCS families.

When may I tour the ELC?

You may sign up for an ELC tour [HERE](#). Tours take place on the last Thursday of every month at 11:30 am - 12:30 pm.

What are the qualifications of the staff members?

Our childcare providers meet or exceed all licensing requirements for the state of Michigan child care licensing.

Is there a registration fee?

Yes, there is a fee of \$100, which will hold your place on the waiting list. Please fill out the registration form [HERE](#).

How does the waitlist work?

The waitlist will be on a first-come, first-served basis while also taking into consideration sibling preference and either a full- or part-time schedule.

How long will the registration window be open?

Registration is currently open and will remain so until all spots are filled and a waiting list created.