

# Policies

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## Westerly Public Schools Early Childhood Program - Fees

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**No. 3410**

The Early Childhood Program at Westerly Public Schools is a nationally accredited program that follows the guidelines as set forth by the National Association for the Education of Young Children (NAEYC).

The following procedures concerning the Early Childhood Program at Westerly Public Schools are necessary to maintain the quality of the Early Childhood Program.

1. The fee is commensurate with preschools throughout the community and is due on the first of every month one month in advance.
2. Participants are billed monthly by the Westerly Public Schools Finance Office beginning in August.
3. If payment is not received by the 15<sup>th</sup> of each month, the child may be dismissed. Cash, check or money order made out to the Westerly Public Schools is acceptable. Refunds are not provided.
4. Transportation is provided consistent with Section 300.310 of the Regulations Governing the Education of Children with Disabilities.
5. Full payment is due monthly regardless of attendance, school vacations, holidays, snow days, staff development days, or if your child does not attend for personal reasons.
6. Scholarship monies are available based upon free or reduced lunch income guidelines and/or Regulations Governing the Education of Children with Disabilities, 300.121. Applications must be completed and returned 30 days prior to the effective date of service and shall not be used for past due balances. Applications can be picked up at your neighborhood school and returned to the Finance Office of Westerly Public Schools at 15 Highland Avenue to the attention of the Revenue Officer. Please feel free to contact the Preschool Coordinator at 348-2712 or the Revenue Officer at 348-2739 for further information.
7. Parents shall provide two weeks notice for termination of enrollment.

Adopted: April 6, 2005  
Revised: January 3, 2007