# **POWER HOUR POLICIES**

## **TUITION**

Tuition is to be paid in full in advance. Payment can be made online at the time of registration. Your child's place will be reserved after payment is received. Power Hour Tuition:

\$80 per term (8 one-hour sessions)

# **CLASS SIZE AND WAITING LIST**

Power Hour classes will be capped at 15 students. Waiting lists will be maintained throughout each semester. Should an opening become available, it will be offered to parents in sequential order on the waiting list. Tuition fees will be prorated accordingly.

#### AGE REQUIREMENTS

Power Hour is a pre-school program and is therefore open to children from age two through age five. A parent, grandparent or caregiver is also required to attend with their preschooler. Younger siblings are welcome to attend at no cost and observe as well.

## **CANCELLATIONS AND ABSENCES**

Parents wishing cancel their child's enrollment in the program are eligible to receive:

- Full refund of tuition if the cancellation is received a month in advance of the Power Hour semester
- 50% refund of tuition if the cancellation is received two weeks in advance of the Power Hour semester

No refunds can be given if cancellation is received within two weeks of Power Hour semester. No reimbursements for missed classes will be given.

### **ILLNESS**

If your child has been recently sick with a fever, diarrhea, vomiting, rash, or any other infection, please wait for symptoms to be clear for 24 hours (without medication) before attending Power Hour.

### **PLAYTIME**

Power Hour Playtime offers a fun and loving environment for children to learn independence and cooperation skills. Younger siblings who are not registered students are welcome to stay and explore as well. We encourage caregivers to change diapers and potty their little ones before playtime begins. Staff will let parents know if a diaper needs to be changed during playtime. If your child is not fully toilet trained and independent in the restroom, please let us know. Children will be supervised in the restroom should an immediate need arise.