



101 S. Lebanon Rd.
Loveland, Ohio 45040
(513)683-1600
popkids@popkidsschool.com

May, 2018

Dear Parents,

We are excited about the upcoming 2018-2019 school year at POP Kids! We are blessed to have so many returning families and many new ones. We are looking forward to another wonderful year.

Enclosed in this packet are important forms and information. By the end of August, you will receive a letter from your child's teacher with specific classroom information. The school will also send additional helpful information and procedures for the new school year. However, if you are shopping this summer, every child will need a backpack large enough to hold a 9" x 12" sheet of paper unfolded and a spare change of clothes.

Mark your calendars:

Wednesday, May 23 All paperwork, tuition and fees due to the school (except the medical form which is due the 1st day of school). How do you return forms and payment?

- Mail it (101 S. Lebanon Rd., Loveland, OH 45140)
- Drop it off before Friday, May 18 (our last day of school)
- Stop by on Wednesday, May 23 from 9:00am – 12:00pm (a drop box will be available outside our office door from 6:00pm – 8:00pm)
- Tuition and snack fee may be combined on one check payable to "POP Kids School"

Wednesday, Aug. 29: *NEW Parent Only* Orientation 7pm-8pm.

Wednesday, September 5: Open House for families (5:00pm – 7:00pm). Specific times for your child's class will be sent in the August letter.

Monday – Friday, September 10-14: First Week of School

Your child's first day of school will be a parent/child orientation in their classroom. Half the class will come from 9:00am – 10:00am (PM classes 12:30pm-1:30pm) and the other half from 10:30am – 11:30am (PM classes 2:00pm-3:00pm). Your specific time will be sent in the teacher letter this summer. The rest of the week will be your regular class schedule.

I will be in the office various times throughout the summer, checking voicemail and e-mails. Our e-mail address is: popkids@popkidsschool.com. All forms and information will also be posted on our website (www.popkidsschool.com). Please do not hesitate to call with any questions or concerns. Have a fun, safe summer!

Sincerely,

Angie Seiller, Administrator

(Schedule of Fees and Tuition are on page 2)

Schedule of Fees and Tuition for 2018 -2019

Tuition is for the year. For your convenience, tuition may be divided into 9 monthly payments (May 2018 payment, then Sept. 2018 – April 2019). POP Kids generally follows Loveland School's schedule, except for the start of school, end of school, and a few other exceptions. The first day of school is Monday, Sept. 10, 2018 and the last day is Friday, May 17, 2019.

Tuition Scale

Bright Stars – 2-1/2 years old	\$1350/year or \$150/month
Preschool/three year olds T/TH AM	\$1350/year or \$150/month
Preschool/three year olds M/W/F AM	\$1620/year or \$180/month
Preschool/three year olds T/W/TH PM	\$1620/year or \$180/month
Pre-K 1/four year olds M/W/F AM	\$1710/year or \$190/month
Pre-K 1 /four year olds T/W/TH PM	\$1710/year or \$190/month
Pre-K 2/ older 4 year olds M-TH AM	\$1890/year or \$210/month

Snack Fee (Payable one time a year/ due with May 2018 payment) – Preschool provides all daily snacks.

2 day class - \$30/year
3 day class - \$45/year
4 day class - \$60/year

Payment Policies

- ❖ Registration fee is due with the registration form.
- ❖ Tuition (or first payment) and the snack fee are due **Wednesday, May 23, 2018**. One months' tuition is non-refundable after this date if student is withdrawn.
- ❖ September tuition payment is due the first week of class which is September 10-14, 2018. October through April tuition is due no later than the 10th of the month. A \$25 late fee will be assessed after the 10th unless arrangements are made with the Administrator (no bills are sent). Children come to school in May but there is no tuition due. The payment mailbox is located by the main POP Kids door.
- ❖ As of January 2017, we no longer offer a 10% multi-child discount.
- ❖ All checks payable to POP Kids School.
- ❖ If a class is cancelled due to lack of enrollment, registration and tuition payments will be refunded.

*Scholarship forms are available in the office or by e-mail request.