



2019-2020 SCHOOL YEAR

Dear Future PEEK Family,

The PEEK Program is pleased to offer, for your review and consideration, our **2019-2020 REGISTRATION PACKET**.

The attached information will provide your family with many answers to questions about PEEK's philosophies and programs. Viewing our informative and colorful website, www.thepeekprogram.com, will also assist you with an added PEEK into our early enrichment school.

If at any time you are not able to find what you need on PEEK's website or in this REGISTRATION PACKET please e-mail, call or stop in and we'll happily assist you.

We often find that parents want to visit our little log cabin to ask a few more questions in person and see our classrooms in action. To accommodate your request, we ask that you schedule an appointment with our office team to ensure we find the perfect time for you and our classroom schedule.

Once you have reviewed and completed the REGISTRATION PACKET, please mail, scan or drop it off. Our current families have until January 18th for special enrollment priority when selecting program space. New families signing up for our programs will be considered starting January 22nd. Packets arriving early, before the 22nd, will be dated and held in our office for your convenience. Please note, when packets are received, they will be dated and queued to accommodate the first-come-first-served process.

Mark your calendar for the April release of our **2019 SUMMER CAMP REGISTRATION PACKET**. We offer a fun filled summer camp designed for children ages 3 – 8. Our very popular camp includes on-campus activities along with field trips and swimming each week. Camps run Monday through Friday with a morning or all-day option. What sets PEEK's summer camp apart is not only our fun and creative camps but our flexibility, allowing you to pick and choose the type and number of days you'd like each week.

We welcome the opportunity to become a part of your child's future. PEEK into your child's future...**today** at The PEEK Program.

With warm regards,

Brandy Rasmussen
Executive Director/Owner



2019-2020 School Year Calendar

DAY OF WEEK	DATE	DESCRIPTION
Thursday	August 15	Back to School Meet & Greet For Preschool & Pre-Kindergarten
Tuesday	August 20	PEEK's First Day of School
Monday	September 2	No School – Labor Day
Tuesday	September 17	No School – Teacher Training
Friday	October 18	No School – Fall Recess
Wednesday	October 30	Halloween Carnival @ Creekside Kids
Wednesday – Friday	November 27 – 29	No School – Thanksgiving Break
Monday – Friday	December 23 – January 3	No School – Winter Break
Monday	January 20	No School – MLK Day
Monday – Friday	February 17 - 21	No School – February Break
Monday	March 16	No School – Teacher-In Service
Monday – Friday	April 6 - 10	No School – Spring Break
Monday	May 25	No School – Memorial Day
Tuesday	June 2	Graduation 10 am School out at 10:45 Last Day of School – No busing



2019-2020 PROGRAM DESCRIPTIONS

PROGRAMS	DESCRIPTIONS
PRESCHOOL	Age 3 in September. Classroom size of 16 students. <u>Children must be toilet trained.</u> PEEK offers a Monday – Thursday or Monday – Friday, half-day mornings, 8:00am – 12:00pm or an all day, 8:00am – 3:00pm option. Our preschool welcomes children to learn through observation, experimentation and interaction with peers and teachers in a small, casual, age appropriate classroom environment.
Combined Preschool/PreK	Age 3.5 by September 1 st . Classroom size of 24 students. <u>Children must be toilet trained.</u> PEEK offers a Monday – Thursday or Monday – Friday, half-day mornings, 8:00am – 12:30pm or an all day, 8:00am – 3:00pm option. This class provides children the opportunity to learn through academic introduction and play while preparing for kindergarten.
Stay&Play	Ages 3 years to 2 nd grade. We offer a flexible number of days. Monday – Friday from 3:00pm – 5:30pm and public-school children on Fridays from 12:30pm – 5:30pm. Stay&Play is an afterschool, mixed age program providing a substantial PEEK provided snack and a vast array of activities such as arts and crafts, music, story time, dramatic play and recess.
HomeWork Club	1 st and 2 nd grades. Monday – Thursday. After arriving from public school, children in 1 st and 2 nd grade enjoy a substantial PEEK provided snack. Time is then set aside for school aged children to complete homework and read with assistance from a PEEK team member. Upon completion of homework, HomeWork Club children join the younger children for group activities and socialization. Older children may be considered; please inquire.
SUMMER CAMPS	Ages 3 to 8 years. Camp ratios are determined depending on age and activity. Camps run daily, Monday – Friday, from 8:00am – 5:30pm. Camps are themed weekly, run daily or weekly and allow for a morning or all-day camp. Field trip activities are incorporated and provided for ages 4¼ and up while swimming is offered to all campers that attend. Children who attend must be toilet trained.

See attached TUITION SCHEDULE for pricing options.

We would enjoy the opportunity to show you around our little log cabin; please contact us to schedule an appointment, 435-649-9188 or PEEK@creeksidekids.net



QUESTIONS & ANSWERS

What is your MISSION?

The PEEK Program cultivates a safe, enriching, school experience where young children come together to gain social, emotional and academic knowledge in age appropriate learning environments.

What are your teachers' qualifications?

Due to the nature of our business, PEEK hires people who enjoy working with children first and foremost. For more detailed information check out our teacher biographies on our website thepeekprogram.com.

Is my child old enough?

PEEK offers age appropriate programs for children starting at three years of age in September and who are TOILET TRAINED. Refer to the PROGRAM DESCRIPTION page to help answer this question.

What is the public-school age requirement?

Utah public schools require children to be 5 by September 1st to begin the kindergarten school year. If your child misses the public-school cut-off then PEEK is a quality learning alternative.

What is the Space Availability and Days?

	<u>SPACES</u>	<u>DAYS</u>
Preschool	16	Monday through Friday
Pre-Kindergarten	24	Monday through Friday
Stay&Play	30	Monday through Friday
HomeWork Club	12	Monday through Thursday
Summer Camps	38	Monday through Friday

What if I want to take a "PEEK" at your school?

Call 435-649-9188 or e-mail us to schedule an on-site visit at PEEK@creeksidekids.net.

What are your program hours?

Our school is open Monday through Friday from 8:00am – 5:30pm. Drop-off and open play are scheduled each morning from 8:00am – 8:30am with our curriculum-based programs scheduled from 8:30am – 12:00 or 12:30pm depending on your child's MORNING program and until 3:00pm for the ALL DAY program. Stay&Play runs Monday through Friday from 3:00pm – 5:30pm and Fridays from 12:30pm – 5:30pm for public school children.

What if I'd like a mixed AM and ALL-day schedule for my child?

PEEK prides itself on making an effort to accommodate parent's schedules, when possible. Knowing some parents may need a mixed schedule we've set aside a few spaces to accommodate requests. For more information please review the 2019-2020 TUITION SCHEDULE for the tuition adjustment; if you have additional questions then please speak with one of our office staff.

When are drop-off and pick-up times?

Please review the 2019-2020 PROGRAM DESCRIPTIONS for times regarding your child's specific program.

How does my child get to/from public school?	PEEK transports children from most Park City schools. Transportation capacity is limited. Children weighing less than 100 lbs. will be in a federally approved child safety car seat.
Transportation Fee?	A transportation fee of \$30/month will be charged per family.
Do I need to send a lunch?	Yes, all children will eat with their classroom peers and teachers. We ask that children bring a healthy lunch filled with protein, fruit and vegetables. PEEK supports children making good food choices by encouraging them to eat at least half of "the health food" prior to eating their "snack". Remaining items are placed back in their lunch bag for their afternoon snack or to take home.
Will my child nap or rest and what is needed?	PEEK provides a Quiet Time for every child. We ask you, the parent, what is best for your child—napping or resting. To provide your child comfort, we ask you provide a blanket and a resting buddy such as a beanie baby. Preschool children will also need a crib sheet to cover their mats. All are left at school and taken home once-a-week for you to wash.
What is your discipline approach?	PEEK uses Dan Gartrell's FIVE FINGER FORMULA to encourage discipline through guidance. Use the provided link below to learn more: http://www.imagineeducation.com.au/files/Group6/09.pdf
What is Stay&Play?	Designed for children 3 years to 2 nd grade. PEEK offers a flexible number of days Monday through Friday from 3:00pm – 5:30pm or on Fridays from 12:30pm – 5:30pm for children coming from public schools. Our afterschool, mixed age program provides a substantial PEEK provided snack and a vast array of activities such as arts and crafts, music, story time, dramatic play and recess.
What is HomeWork Club?	After arriving from public school, children in kindergarten, 1 st and 2 nd grade enjoy recess, followed by a substantial PEEK provided snack. Time is then set aside for the 1 st and 2 nd graders to complete homework and read with the assistance of a PEEK team member. Upon completion of homework, HomeWork Club children join the younger children for group activities and socialization. Older aged children may be considered, please inquire. See the 2019-2020 TUITION SCHEDULE for pricing.
When will I know if we have a confirmed space?	Once your REGISTRATION PACKET is received and the non-refundable registration fee is paid, PEEK will contact you within 2 business days via e-mail or by telephone.
May I turn in my REGISTRATION PACKET early?	Yes, by all means! PEEK will date and queue your packet accordingly.

How do I pay tuition?	Please see the 2019-2020 REGISTRATION & TUITION INFORMATION page to learn more.
What discounts do you have?	PEEK families will receive a 5% discount applied to the lesser tuition amount. Discounts do not apply to registration/transportation fees.
Are there any fees and deposits?	Yes, there is an annual \$425.00 non-refundable registration fee. See the 2019-2020 REGISTRATION & TUITION INFORMATION page for info.
What happens to my deposit?	Once your space is confirmed, the non-refundable registration fee will be deposited into PEEK's account. If you decide to withdraw from the program, your deposit will be forfeited. If your child does not receive a confirmed space, and if you desire, we will place your child on PEEK's waitlist and hold your deposit until a confirmed space becomes available.
Do you have a cancellation policy?	Yes, we require a minimum one-month prior notice. You will not be responsible to pay the remaining months. However, the non-refundable deposit is forfeited and cannot be used as the last month's tuition payment.
When does the 2019-2020 school year start?	The start date is Tuesday, August 20 th . Upon acceptance of your child's confirmed registration, PEEK will send you a link to our online registration for completion. We appreciate your help and support as we work toward our GREEN Business Certification.
Do I pay tuition in August or June?	You will make payments August 1- May1st for the academic year, summer camp payments will be June & July.
What days are you closed?	We strive to follow the Park City School District (PCSD) closures. Attached, above, is the PEEK 2019-2020 School Year Calendar for you reference. If the PCSD announces a closure, such as a snow day, PEEK will also be closed. During the holidays PEEK may rent the building to an independent contractor, many times to PEEK teachers, who will host independent camps for PEEK and non-PEEK families.



TUITION SCHEDULE for the 2019-2020 School Year

PROGRAMS	HOURS	DAYS OF THE WEEK	FLEXIBLE # OF DAYS PER WK	MONTHLY RATE August 1-May 1
PEEK PLUS				
FLAT RATE	8:00am – 5:30pm	MONDAY – FRIDAY	1 FREE Stay&Play day A \$100/mo savings	\$1,500
MORNINGS				
PRESCHOOL 3 year olds	8:00am – 12:00pm Includes Lunch Time	MONDAY – THURSDAY MONDAY - FRIDAY		\$695 \$840
PRESCHOOL/PRE-K 3.5 – 5 year olds	8:00am – 12:30pm Includes Lunch Time	MONDAY – THURSDAY MONDAY - FRIDAY		\$770 \$935
ADDED AFTERNOONS PRESCHOOL PRE-K Combined	12:00pm – 3:00pm 12:30pm – 3:00pm		CHOICE OF ADDING 1, 2, 3, or 4 days	For each added day: \$70 x 1, 2, 3 or 4 \$55 x 1, 2, 3 or 4
ALL DAY				
PRESCHOOL & PRE-KINDERGARTEN	8:00am – 3:00pm	MONDAY – THURSDAY MONDAY - FRIDAY		\$935 \$1,110
Stay&Play				
PRESCHOOL, PRE-KINDERGARTEN PUBLIC SCHOOL CHILDREN	3:00pm – 5:30pm	MONDAY – FRIDAY * Public school children have a different Friday Rate. See below...	1 2 3 4 * 5	\$100 / month \$200 / month \$300 / month \$400 / month \$500 / month
FRIDAYS For public school children	12:30pm – 5:30pm	FRIDAY ONLY	1	\$175 / month
OTHER				
SUMMER CAMP 3 to 8 year olds	8:00am – 11:30am 8:00am – 5:30pm	MONDAY – FRIDAY	1, 2, 3, 4 or 5 days per week	TBA April 2019 ✓ PEEK's website
DROP-IN Space available	8:00am – 5:30pm	MONDAY – FRIDAY		\$12 per hour
TRANSPORTATION FEE	From Park City Community Schools	MONDAY – FRIDAY		\$30 / month per family
REGISTRATION FEE				\$425 or \$125 for Stay & Play

- ✓ **PEEK Plus** is designed for those families needing care Monday through Friday from 8:00am to 5:30pm.
- ✓ **Non-Refundable Registration fee** is \$425.00 and \$125 for Stay&Play.
- ✓ **DISCOUNT** applies to 2nd child and the child with the lesser tuition amount receives the discount.



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2019-2020 REGISTRATION & TUITION INFORMATION

HOW TO REGISTER

To confirm your child's space, you will need to read through, complete, sign and attach the following:

- ✓ **REGISTRATION FORM** with your child's requested schedule
- ✓ **a check in the designated space below for:**
 - \$425.00 non-refundable registration fee
 - **Stay&Play** will be a \$125 non-refundable registration fee
- ✓ **Payments can be made:**
 - by cash or check

Proration may occur when a child begins any time after the beginning of the school year.

I agree to pay monthly tuition, via cash or check, beginning August 1, 2019 until May 1, 2020 for my child(ren)'s enrollment in The PEEK Program by Creekside Kids early enrichment program's (PEEK) 2019-2020 School Year.

TUITION PAYMENTS: I understand I am responsible to pay my child(ren)'s tuition by the 1st of each month to avoid receiving a \$35 late fee plus \$5 per day until payment is received. Tuition payments can be made with cash or by check made out to The PEEK Program and placed in the designated area located at the PEEK office or mailed to The PEEK Program, 2740 Rasmussen Road, Park City, Utah 84098

WITHDRAWAL: if I choose to withdraw my child from PEEK prior to the end of the 2019-2020 school year then I must submit a minimum one-month written notice with the understanding that the non-refundable deposit does not cover my child(ren)'s last month of attendance and that I will still be responsible to pay the monthly tuition payment for that month and through completion of the next month if my notice is after the 1st.

Parent's name (print)

Child(ren)'s name (print)

Parent's signature

____/____/____
Date

Please attach your DEPOSIT CHECK in this space.

REFERRED by _____

- Please let us know who referred you so we may thank them -



2019-2020 REGISTRATION FORM

Mom's Name _____ Dad's Name _____

Mom's Cell (_____) _____ Dad's Cell (_____) _____

Mom's e-mail _____ Dad's e-mail _____

Mailing Address _____ Park City, Utah 840_____

Physical Address _____ Park City, Utah 840_____

(if different than mailing)

Child(ren)'s parents are: Married Divorced living with _____ Other _____

CHILD #1 Name _____ Child's Birthday ____/____/____

On September 1st my child will be: _____ yrs _____ mos

Circle accordingly:					
Which Program(s):	Preschool (3 year olds)	Pre-Kindergarten (4 year olds)	Stay&Play (S&P)		
Length of Day	Monday	Tuesday	Wednesday	Thursday	Optional Friday
Required	AM	AM	AM	AM	AM
Optional	Afternoon	Afternoon	Afternoon	Afternoon	Afternoon
Optional	Stay&Play	Stay&Play	Stay&Play	Stay&Play	Stay&Play
Public/Charter School	JRES	WSD	TSES	PPES	Stay&Play 12:30-5:30
Grade	K	1	2	Other:	

CHILD #2 Name _____ Child's Birthday ____/____/____

On September 1st my child will be: _____ yrs _____ mos

Circle accordingly:					
Which Program(s):	Preschool (3 year olds)	Pre-Kindergarten (4 year olds)	Stay&Play (S&P)		
Length of Day	Monday	Tuesday	Wednesday	Thursday	Optional Friday
Required	AM	AM	AM	AM	AM
Optional	Afternoon	Afternoon	Afternoon	Afternoon	Afternoon
Optional	Stay&Play	Stay&Play	Stay&Play	Stay&Play	Stay&Play
Public/Charter School	JRES	WSD	TSES	PPES	Stay&Play 12:30-5:30
Grade	K	1	2	Other:	

