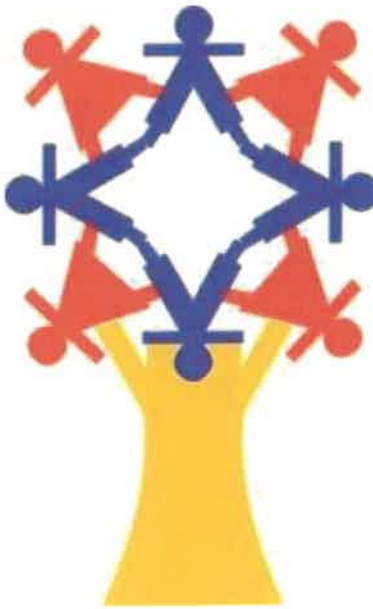


GROWING TREE CHILDREN'S CENTER PARENT HANDBOOK



Where the SEEDS of early childhood education BLOSSOM

Growing Tree Children's Center

1080 NE 4th Street

Bend, OR 97701

541.388.3733

Email: grow@thegrowingtree.org

Website: thegrowingtree.org

Facebook: www.facebook.com/growingtree.bend

2025

Director..... Tammy Rundle

Program Director..... TBD

Food Service..... Matthew Couzens

Board of Directors, Executive Committee

President..... Erica Farrell

Vice President..... Hannah Helgerson

Secretary..... Jennifer Norman

Treasurer..... Jennifer Arruda

Growing Tree
Where It's
Fun To Be Young!

WELCOME TO GROWING TREE CHILDREN'S CENTER

We hope you find the time spent at Growing Tree enriching for your family and your child. This ***Parent Handbook*** contains information about the Center. Please read it carefully so you will become familiar with our policies. We welcome and encourage parent involvement at Growing Tree, which enhances the program and fosters continuity between home and the Center. If you have any questions, please do not hesitate to discuss them with your child's teacher or the Director at any time.

Remember – you are welcome to visit the Center at any time.

Growing Tree operates year-round and is open from 7:30 am to 5:30 pm Monday through Friday. Children from six weeks to six years are accepted in full-time and part-time programs. They are grouped by age as follows:

- **Seedling Room:** Infants 6 weeks to 10-12 months
- **Big Seed Room:** Mobile Infants 10-12 months – 18 months
- **Sprout Room:** Toddlers 18 months – 30 months
- **Bud Room:** 30 months old but not 3 years in September
- **Branch Room:** 3 years by September 1st
- **Blossom Room:** 4 years by September 1st

PHILOSOPHY

CHILDREN LEARN THROUGH PLAY.

We believe that each child has a unique and individual potential and deserves the opportunity to develop it. The Growing Tree Children's Center helps children of all abilities experience childhood as it is meant to be, in a loving, safe, and nurturing environment, where joy and discovery remain intact.

Growing Tree Children's Center was established in 1979 as a not-for-profit early childhood education center. We provide affordable, high-quality developmental programs for all children. We welcome all families regardless of race, religion, national or ethnic origin, gender, or sexual orientation.

MISSION STATEMENT

We Believe:

Young children need understanding and consistent relationships with adults to foster positive self-images.

Programs must be flexible and responsive to children's needs.

We provide a clean, reliable, safe and healthy environment for children, full of opportunity for social, emotional, physical and intellectual growth.

Children benefit from challenges, guidance and the opportunity to develop at their own pace.

Our programs strengthen family and community relationships and respond to family and community needs.

GOALS

Goals for Infants and Toddlers

At Growing Tree, our goal is to make your infant or toddler feel safe, secure, and nurtured while in our care. We recognize that each child is unique and develops at his or her rate. Our infants and toddlers are divided into “family pods,” each with a primary caregiver and four children. This method of caregiving enables teachers, children, and families to collaborate as a team to provide the best possible care for their children.

We provide an emotionally warm and nurturing environment that is physically safe and cognitively challenging. We respect each child and observe him/her to understand and meet his/her individual needs.

Goals for Two to Five-Year-Olds

Social-Emotional Development

- To experience a sense of self-esteem
- To exhibit a positive attitude toward life
- To demonstrate cooperative, pro-social behavior

Cognitive Development

- To acquire learning and problem-solving skills
- To expand logical thinking skills
- To acquire concepts and information
- To demonstrate skills in make-believe
- To expand verbal communication
- To develop beginning reading skills
- To acquire beginning writing skills

Physical Development

- To enhance gross motor skills
- To enhance and refine motor skills.
- To use all senses in learning

By focusing on children’s socio-emotional, cognitive, and physical growth, Growing Tree Children’s Center promotes an integrated and effective developmental approach to learning for children of all abilities.

CURRICULUM

Growing Tree Children's Center accepts children of all abilities into its Center. We collaborate with health professionals to meet the individual needs of all children and make the necessary exceptions and accommodation as needed within the boundaries set forth by the Office of Childcare.

To implement our philosophy, "**Children Learn Through Play**," we provide a developmentally appropriate environment for children. Children are given choices. They can experiment and explore activities designed to meet their needs in all areas of development. The Center's curriculum follows the Creative Curriculum model, carefully planned by teachers to offer choices that encourage physical skills, cognitive learning, problem-solving, and independence. The daily program includes active physical play, conceptual learning, art, music, science, math concepts, literature, and dramatic play.

Children are offered daily opportunities for artistic expression, ranging from simple drawings with crayons and paper to more complex projects that incorporate multiple techniques, such as finger painting and collage creation. Our philosophy is that **the process is more important than the product, so children are typically given various open-ended materials and encouraged to create whatever they envision.**

The curriculum varies according to age. As children mature, they engage in increasingly more intricate and challenging activities. The curriculum also varies from year to year because no two groups of children are alike. This flexibility allows our teachers to assess the nature of their group and design their curriculum accordingly.

Classroom Screen Time Policy:

- **Growing Tree does not allow screen time** for children under 3 years of age. For those aged 3 years and up, viewing time is limited to 30 minutes per week. Parents will be notified 24 hours in advance of screen time. The notice will include the subject matter to be viewed.
- **Only G-rated movies are allowed to be shown at the Growing Tree.** Rental movies brought in by the children are not allowed at all.
- Computers are available only for children's use in the Branch and Blossom classrooms. Children are allowed a maximum of 10 minutes of screen time before they are encouraged to find another center to engage in.

STAFF

Growing Tree Children's Center staff are specialists in Early Childhood Education. They understand the importance of developing a positive relationship with each child. Every staff member is registered in the **Oregon Registry** and is assigned a Step 1-11 rating based on their level of education, training, and experience. They complete at least twenty (20) hours of early childhood education courses yearly. Teachers are experienced in facilitating the growth and development of children from birth to age five. Several staff members hold bachelor's degrees; others have AA degrees in Early Childhood education or are continuing their education at the college level. Some individuals have community-based training, along with relevant experience. All staff members must be registered in the Central Background Registry, maintain a current CPR card and a Food Handler's card, and have completed a Child Abuse and Neglect course.

BOARD OF DIRECTORS

A Board of Directors, consisting of parents and community members, meets on the second Wednesday of each month. The Board determines the Center's policies, organizes fundraising events, and oversees the Center's general operations.

REGISTRATION

Registration is arranged with the Director after a tour of the Center is completed. A **non-refundable** registration fee of \$175 for one child or \$200 for multiple-child families is required of each family at the time a space is guaranteed. Thereafter, an annual registration fee of \$ 175 or \$200 is due each January. New students enrolling in November or December will not be charged a registration fee in January of the following year. One month prior to starting at the Center, a non-refundable tuition deposit is required to reserve the space, equal to one-half of a month's tuition, which will then be applied to the first month's tuition.

Before admission, the following forms are required:

1. New Child Information
2. Ages & Stages Questionnaire (ASQ)
3. Child Enrollment and Authorization
4. Parental Release
5. Volunteer Hours
6. Tuition Payment Contract
7. Credit Policy
8. USDA Child Enrollment
9. Confidential Income Statement
10. Emergency Card
11. Proof of Immunizations (see written policy on page 9 of Parent Handbook)
12. Parent Handbook Acknowledgement
13. Infant Information (if applicable).
14. Sunscreen Form

These forms must be returned to Growing Tree before your child's first day of attendance.

SCHEDULING CHANGES

Two weeks' notice is required to withdraw the child/ren. You will be charged for the last two weeks whether your child attends or not. If space is allowed, requests for schedule changes will be granted, with a two-week notice required.

TUITION POLICIES

Mark Your Calendar!

Tuition is due by the 5th of each month and considered late on the 10th.

To properly staff and plan for your child's care we require payments in advance for the month. Monthly rates already include adjustments for sick days, holiday or vacation days and credit is not given for days absent. Childcare billings (and deposits) are a set charge and **non-refundable**.

- **Tuition**

The primary source of funding for the Center is tuition fees. Budget surpluses, although rare, are reinvested in operations. Any "extra" capital projects are paid solely through fundraisers, grants, and in-kind donations.

- **Tuition Payment**

Payments may be made in cash or by check. Receipts will be issued on request. Should a check be returned for insufficient funds, an additional charge of \$45 will be due upon presentation of payment. Tuition payments can be put in the drop box located at the front desk.

- **Tuition Late Fee**

Payments are due on the 5th of each month and will be charged a late fee of \$25.00 if not received by the 10th of each month. The Center reserves the right to refuse childcare services when tuition is over 15 days past due. All exceptions to the policy and past-due payments are referred to the Board of Directors.

USDA Food Program

- The Child and Adult Food Program is a state and federally funded nutrition program that provides reimbursement for nutritious meals and snacks served to children and adults in eligible care settings, including childcare centers, adult day care centers, and after-school programs.
- Growing has participated in this program for more than 27 years.
- Growing Tree daily serves breakfast, lunch, and a pm snack to all children
- We offer meal accommodations when accompanied by a signed Medical Statement or Meal Preference Form
- Growing Tree must adhere to the CACFP meal patterns, which require milk as a component of meals and snacks.

Notification of Free Accommodation Assistance

Free language assistance, auxiliary aids, and/or accommodations are available upon request.

Please contact Tammy Rundle at grow@thegrowingtree.org

DAILY LIFE AT GROWING TREE CHILDREN'S CENTER

List of things your child needs at school:

- Blanket, stuffed toy, (pillow optional)
- Extra clothes (including underwear and socks)
- Weather appropriate outerwear

SIGN IN, SIGN OUT

The Department of Early Learning and Care (DELIC) requires that children be signed in and out of the Center daily. Growing Tree utilizes the Brightwheel App for contactless entry and communication between classrooms and centers to meet this requirement.

An adult must drop off and pick up children in the classroom. **Please ensure the teacher knows when your child has arrived or is leaving.**

DOOR CODES

Upon enrollment, each family will be assigned a door code to access the Center during its operating hours. We ask that you not share this number with anyone other than your immediate family. If someone other than yourself will be picking up your child, please have them ring the doorbell for entry. We will check their ID and introduce them to the classroom.

LATE PICK-UP CHARGES

If children are not picked up by 5:30 pm, you will need to pay:

- \$5.00 for any fraction of the first 5 minutes, plus
- \$1.00 per minute thereafter

Late pick-up fees are charged **per child** and must be paid directly to the teacher at the time of pick-up.

Please respect our teacher's time, allow yourself enough time to pick up your child, and ensure staff can leave the Center by 5:30 p.m.

CLOTHING

Children should be dressed comfortably for the day's probable weather and temperatures. Layers are best! **Please label everything.** Whenever possible, children should wear clothes that can get dirty without causing them anxiety or frustration for you. Our paints are supposed to be washable, but occasionally they don't wash out thoroughly. We usually, but not always, use paint smocks.

Diapers

For sanitary reasons, all non-toilet-trained children must wear **disposable** diapers.

Shoes

Sneakers are the best! Children can go barefoot for activities such as running, climbing, and playing in the sand, which we allow for many occasions, or wear supportive shoes. We encourage you not to send your child to school in flip-flops.

FRAGRANCES

FRAGRANCES should not be worn while at school, as we need to respect potential individual sensitivity to different aromas. These include, but are not limited to, perfumes, oils, scented lotions, and tobacco smoke.

REST TIME

Following lunch, the center provides a two-hour nap or rest time. The Center provides individual cots. We encourage you to have a blanket, stuffed toy, and pillow (optional) at school for your child's nap. All nap items will be sent home on Fridays to be washed and returned on Monday.

FIELD TRIPS

Field trips are taken throughout the year. Children must be three years of age. You will be notified in advance with a **Field Trip Permission Slip** for any field trip planned for your child's classroom. Transportation is provided using the Growing Tree van. It is equipped with twelve Diono 5-point harness car seats.

NUTRITION

The Growing Tree participates in the **USDA Child and Adult Care Food Program**. Since we rely on our monthly reimbursement from the USDA to offset our food costs, we would appreciate it if you would refrain from bringing food into the Center.

For your convenience, weekly menus are posted in the lobby, on the bulletin board in each classroom, and on the website. The following meals are prepared daily in our kitchen and served in the classrooms.

- Breakfast 8:15 am – 8:45 am
- Lunch: 11:30 am – 12:00 pm
- Afternoon snack – 2:30 pm – 3:00 pm

Birthday Snacks

Each child's birthday is important. If you would like to provide a special snack (optional) for your child's birthday, we encourage you to opt for nutritious options. All **snacks must be store-bought**. Teachers will work with you to provide a happy birthday experience, whether or not you bring a special snack.

Party Invitations

Birthdays are a special time of heightened feelings in the lives of children. Please do not pass out party invitations in your child's class unless there is one for **every** child. A class play list with email addresses is available at the front desk if needed.

HEALTH REGULATIONS

We are adamant about our policies. Healthcare is a primary concern among families and staff for sick children.

In a medical emergency, parents are to be contacted immediately. If you or the emergency contact you list on the enrollment information is unavailable, we reserve the right to obtain traditional medical services to preserve the health of your child.

Sick Child Policy

Children must be fever free and symptom free for 72 hours without Tylenol or Ibuprofen. We ask that they are eating normally before returning to school also.

Symptoms that require the exclusion of a child from childcare:

- Fever of 100.3 or higher
- Vomiting/nausea
- Diarrhea
- Severe cough
- Skin lesions
- Weeping or pus-filled eyes
- Unexplained rash
- Stiff neck
- Headache
- Difficulty breathing
- Severe pain
- Yellow color to skin or eyes
- Impetigo, strep, or staph infections
- Head lice or nits (eggs)
- Contagious disease

HEALTH ALERT NOTICES

Notice of communicable disease or food poisoning outbreak will be posted at the front desk and at on classroom doors.

If your child becomes ill at school, you will be contacted to pick your child up. We appreciate you promptly picking your child up for their benefit and preventing the spread of illness to other children and staff.

Children can return to the Center when:

- The child is symptom-free for 24 hours, eating normally without the use of Tylenol or Ibuprofen.
- Received a note from a doctor stating they are not contagious and well enough to return to school.
- Child is fever-free without Tylenol or Ibuprofen for 24 hours.
- If prescribed antibiotics, they have received a full course in the past 24 hours.

Please notify the front desk if your child will be absent from school.

MEDICATIONS

The Center's staff can administer all prescribed or over-the-counter medications with written authorization from the parent or guardian. The consent forms are available in the classrooms. All medication shall be in the original container and administered according to the instructions **on the label only**. Over-the-counter medications that do not have instructions tailored to the child's age or weight will require a doctor's written note with dosage instructions before administration. Prescription medications must have the child's name on the label. Expired medications will not be administered.

Medications are stored in a locked medicine cabinet in each classroom. If they need to be refrigerated, they are stored in a childproof box in the staff room refrigerator. **No medication is to be put in a child's cubby.**

Items treated as medication.

- Chapstick
- Lotion
- Cough Drops
- Sunscreen

The following is a list of helpful hints when your child is on medication.

- Ask your doctor for written instructions on any over-the-counter medications he/she prescribes.
- Request 12-hour antibiotics, if possible, to eliminate the need for medication at the Center.
- Ask your pharmacist to split a prescription into two bottles, one to leave at the Center and one for at home. This will eliminate the problem of transporting the medication back and forth between home and the Center.

IMMUNIZATION POLICY

Growing Tree Children's Center Immunization Policy

As of April 1, 2015, any child who is eligible to receive immunizations must present proof of immunization in compliance with the Centers for Disease Control and Prevention "2015 Recommended Immunizations for Children Birth Through Six Years Old" prior to enrolling in or continuing to attend Growing Tree Children's Center (hereinafter "The Center"). The Executive Director shall exclude any child from The Center for noncompliance. In the event of non-compliance, the Executive Director will provide written notice of exclusion to the child's parent(s) or legal guardian(s), stating the basis for the exclusion, and that the child will remain excluded until the child has complied with this immunization policy.

Children and their parent(s) or legal guardian(s) claiming a medical exemption to this policy must submit a document signed by a physician or representative of the local health department stating that the child should be exempted from receiving specified immunizations because of an indicated medical diagnosis.

For children and their parent(s) or legal guardian(s) claiming a non-medical exemption, this policy must provide either.

1. A Vaccine Education Certificate signed by a physician or representative of the local health department, OR.
2. A Certificate of Immunization Status (with a completed non-medical exemption section) AND a Vaccine Education Certificate completed by the child's parent(s) or legal guardian(s) after viewing the online vaccine education module at www.healthoregon.org/vaccineexemption.

In the event of a reported case of a "vaccine-preventable disease" (as delineated by the Centers for Disease Control and Prevention: <http://www.cdc.gov/vaccines/vpd-vac/>), the Center will follow the protocols of the Deschutes County Health Department and the Centers for Disease Control and Prevention.

Children who are not in compliance with this immunization policy shall provide the following to the Executive Director within 30 days of implementing this policy.

1. Proof that the child has received a Measles, Mumps, or Rubella (MMR) vaccination, AND;
2. Proof that the child has received an initial round of vaccination(s) in compliance with this immunization policy, OR;
3. Documentation qualifying the child for a medical exemption as defined in this immunization policy, OR;
4. Documentation qualifying the child for a non-medical exemption as defined in this immunization policy.

This policy shall be updated annually to incorporate the most recent immunization recommendations from the Centers for Disease Control and Prevention or more frequently if Oregon law regarding immunizations changes.

The Office of Childcare and the Oregon Health Authority require that if a facility employee is found to have a restricted **disease, all** **'SUSCEPTIBLE' individuals must be excluded from the facility.**

GUIDANCE PHILOSOPHY

{Discipline} verb
to teach

Discipline is a normal part of growing up. At Growing Tree, we define “discipline” as the act of teaching. The center should provide positive guidance, redirection, and set clear limits designed to help children develop self-esteem, self-regulation, and respect for others. It shall be fair, consistently applied, timely, and age/developmentally appropriate.

Conflicts are a way of life. They come up in every classroom, and it's tempting for adults to solve problems quickly by offering solutions. These quick solutions do not teach children appropriate social skills, including empathy, self-regulation, and problem-solving. Instead, they ensure that children depend on adults to meet their needs. Growing Tree staff will teach children social problem-solving skills using the following steps to resolve conflicts.

1. Help the child calm down: Identify emotions.
2. Identify the problem: Allow each child a chance to speak.
3. Generate Solutions: Encourage children to come up with several solutions.
4. Choose a solution: Reach a consensus that all children agree with.
5. Check back: Verify with the children to see if their solution is effective.

Indirect guidance will also be appropriate in arranging programs and room environments that encourage and support positive behavior.

PARENTS AS PARTNERS

VISITING

Parents are always welcome to visit the Center.

The Center is open to any custodial guardian during all hours of operation without advanced notice. Visitors other than custodial guardians will be asked to sign our visitor log-in sheet.

COMMUNICATION

There are many lines of communication available between families and staff.

- Each child has a **file folder** in his/her classroom. Please check it daily for notices, invoices, artwork, etc.
- The **bulletin board**, located just inside the entrance of each classroom, displays classroom news and information regarding the Center. The **Weekly Lesson Plan and Daily Schedule** are posted on this board. Please check it frequently. The following information is also included on this board: Growing Tree Promise, weekly menus, and monthly calendar.
- Our newsletter, which is published monthly and available on our website, includes information about important events, school closures, articles, and classroom news.
- **Parent/Teacher conferences** are held formally twice a year in November and again in April. Informal conferences can be scheduled at any time by either parents or teachers.
- **Reminder notices** for upcoming events, school closures, and health alerts are communicated through the following channels: fliers posted at the front desk, the Brightwheel App, text messages, email, and Facebook.
- **Playlists** are available for each classroom on the website, accessible under the "Parent" tab. These lists include the child's name, parent's name, and email address. Lists are only used to set up playdates or invite people to birthday parties.

GTCC PARENT VOLUNTEER HOURS

1. Families can reduce their annual fees by \$100 by committing 10 volunteer hours at the Center each year.
2. Families are asked to contribute ten volunteer hours per year. We encourage you to tap into your resources and bring to the Center projects that you enjoy and that will benefit the Center.
3. The volunteer obligation must be fulfilled during the calendar year from January 1 through December 31.
4. Every volunteer hour not completed in that year will be billed in January at \$10 per hour.
5. Volunteer hours are not prorated if you withdraw from the Center before December 31st.
6. Volunteer opportunities will be posted monthly in the newsletter.

Parent volunteer opportunities include, but are not limited to:

- Elected member of the Board of Directors
- Poinsettia Sale
- Mixed Bag Sale
- Participating in Field Trips
- Yard clean-up
- Snow removal
- IT services
- Fundraising

SPECIAL EVENTS

Growing Tree has three annual family events each year to give families the opportunity to meet other Growing Tree families:

- October: **Happy Harvest**
- December: **Holiday Sing A Long**
- July: **Family BBQ**
- August: **Blossom Graduation**

EMERGENCY PROCEDURES

COMMUNICATION

In the event of an Emergency, families will be notified in the following ways.

1. Text message via BRIGHTWHEEL
2. Email
3. Phone call if the situation allows.
4. Z21 news
5. Post on Facebook
6. Emergency evacuation location 1036 NE 5th St

DRILLS

Growing conducts monthly emergency drills that include:

- Fire Drill
- Unwanted Intruder
- Earthquake
- Lockout
- Missing Child
- Injured Person
- Shelter in Place

INCLEMENT WEATHER

Growing Tree does **not** follow the public school schedule for snow or weather days or 2-hour delays. It is our goal to be open as usual. If the Center needed to be closed, you would be notified in the manner stated above

USDA Nondiscrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a [USDA Program Discrimination Complaint Form](#) which can be obtained online at: [Filing a Program Complaint as a USDA Customer webpage](#), from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 Complaint form or letter must be submitted to USDA by:

1. *mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or*
2. *fax: (833) 256-1665 or (202) 690-7442; or*
3. *email: program.intake@usda.gov*
This institution is an equal opportunity provider.

NOTICE

The following reports are available for parents to review:

- Department of Early Learning and Care Rules Regulations (DELC)
- Department of Early Learning and Care Inspection Report
- Health Department Inspection Report
- Fire Marshall Inspection Report

*Please see your facility director to review these reports

How to report a complaint:

Please discuss your concerns with your child's teacher. If the concern is not resolved, please contact the director. If you continue to have concerns, contact your Office of Child Care licensing specialist:

Laurie Cole (971) 428-7495

Please note:

- This center is open to all custodial parents at any time their children are in care
- Parents shall be notified of the date and time of each planned field trip away from the childcare center.
- Parents shall be notified of all childcare-restrictable diseases as defined by the Health Division.

Alternate site in the event of an emergency:

If this building must be evacuated, the children and staff will be relocating to:

Central Oregon Council on Aging 1036 NE 5th St Bend OR 97701

Information about your Childcare Provider is available at:

www.oregonearlylearning.com Child Care Safety Portal or call 1-800-556-6616

***ALL INSPECTION REPORTS ARE
AVAILABLE UPON REQUEST***

2025 Growing Tree Rate Sheet FULL TIME (HOURS MUST FALL BETWEEN 730AM & 530

	5-DAY	4-DAY	3-DAY	2-DAY	1-DAY
SEEDS					
MONTHLY	1500	1360	1200	1025	810
DROP IN CHARGE					70
SPROUTS					
MONTHLY	1500	1360	1200	1025	810
DROP IN CHARGE					70
BUDS					
MONTHLY	1330	1200	1055	875	775
DROP IN CHARGE					60
BRANCH/BLOSSOM					
MONTHLY	1125	1055	940	760	655
DROP IN CHARGE					55

PART-TIME 6 HOURS OR LESS (HOURS MUST FALL BETWEEN
730 AM & 12 PM OR 12 PM & 530 PM

	5-DAY	4-DAY	3-DAY	2-DAY	1-DAY
SEEDS					
MONTHLY	1140	1005	905	745	535
DROP IN CHARGE					55
SPROUTS					
MONTHLY	1140	1005	905	745	535
DROP IN CHARGE					55
BUDS					
MONTHLY	1025	930	830	690	515
DROP IN CHARGE					50
BRANCH/BLOSSOM					
MONTHLY	885	810	730	635	485
DROP IN CHARGE					45

I have read the Growing Tree Parent Handbook and agree with the policies outlined within.
This agreement must be signed upon enrollment.

Signature _____

Print Name _____

Date _____

2025 HOLIDAY SCHEDULE

Growing Tree will be **CLOSED** in observance of the following holidays:

New Year's	Wednesday, January 1, 2025
Presidents Day	Monday, February 17, 2025
Parent Conferences	Friday, April TBD, 2025
Memorial Day	Monday, May 26, 2025
Independence Day	Friday, July 4, 2025
Staff Development	Week of August 25- 29, 2025
Labor Day	Monday, September 1, 2025
Veterans Day/Conferences	Tuesday, November 11, 2025
Thanksgiving	Thursday, November 28, 2024 Friday, November 29, 2024
Christmas Eve	Thursday, December 25, 2025
Christmas Day	Friday, December 26, 2025
New Year's Day	Thursday, January 1, 2026