



208 Summit Avenue
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templesinainj.org/ecep

Amy Damast, PhD., Director
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Erin R. Glazer, Rabbi
Stuart W. Gershon, D.D., Rabbi Emeritus
Marina Shemesh, Cantor

January 2021

Dear Prospective Family,

We appreciate your interest in the Early Childhood Education Program (ECEP) at Temple Sinai. Our program includes classes for children from 18 months through 4-5 years of age, including our Summer Sensations camp program. These classes take place in our beautiful classrooms and newly-created outdoor play and learning spaces - our playground, our Mud Kitchen, our Art in Nature space, our Outdoor STEM center, our Construction space and our ECEP Amphitheater. Temple Sinai is situated in the historic Todd mansion, and that “homey” feeling is evident wherever you walk, both indoors and outdoors.

Choosing a program that fits your child’s and family’s needs is an important decision. At Temple Sinai’s ECEP, we understand that children are born with the curiosity, ability, and the desire to learn about their world and the people in it. Your child will be part of an active learning environment that will inspire creativity, imagination, and the love of learning! Equally important, you will become part of the Temple Sinai community, a community that is motivated to support the social, emotional, and academic journey that you are beginning with your child, as well as the Jewish journey that your family is beginning together. As an added benefit, Temple membership is **included** in full-year class tuition for those families whose oldest child is in Kindergarten or below. For those who are interested in membership and whose oldest child is in grade 1 or 2, Temple Sinai offers a reduced annual family membership rate.

Our program is a research-based program that incorporates the best practices from a variety of different educational approaches. We use both child-centered and teacher-guided instruction; our teachers design curriculum to teach developmentally appropriate skills based on themes that emerge during discussions and interactions. This type of “emergent” curriculum allows children with all learning styles to move through skills mastery at their own pace, using materials and activities that interest them. It also allows our educators to infuse Jewish values into the conversations in a way that makes them relevant for the children and their families. The lesson plans will differ from class to class and year to year, with the important age-level skills (social, cognitive, language, and physical) always at the core.

At this time, we are abiding by, or exceeding, all COVID-related health and safety guidelines set forth by the NJ State Office of Licensing, the NJ Department of Health and the Westfield Regional Health Department (our local health department). We are proud to share that these changes have been put in place in a way that is nearly invisible to the children in our program. They experience the same joy and excitement for learning that they always have. I am happy to answer any questions you may have.

Due to state licensing guidelines, visits to the school building and grounds must take place after all children are dismissed. Please email (Amy@templesinainj.org) or call (908-273-4921, x131) for more information and to schedule a virtual tour or visit. Also, check out our Instagram (@templesinaiecep) for photos of the exciting happenings in and around our school.

Best regards,

Amy Damast, Ph.D.



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Early Childhood Education Program Philosophy

At Temple Sinai's Early Childhood Education Program, we understand that children are born with the curiosity, ability, and desire to learn about their world and the people in it. Our job as educators is to create opportunities for children to explore and learn in safe and developmentally appropriate environments. We believe in the importance of children's engaging with peers, teachers, and classroom materials in ways that meet the needs and pace of each individual child. Our students are supported in all areas of their development -- cognitive, physical, social-emotional, and language. Our teachers model critical life skills, including the social/communicative skills necessary to succeed in everyday social interactions. They also create classroom environments that encourage children to become thinkers and problem-solvers and to guide their own learning experiences. Finally, the ECEP supports young children and their families in beginning their Jewish journey together, with friends, and with their community.

The mission of Temple Sinai's Early Childhood Education Program is to:

- provide genuine, safe, and exciting new experiences for young children and their families;
- promote positive self-esteem and a strong sense of Jewish identity;
- foster lifelong friendships within our nurturing community;
- create an active and interactive learning environment for children, parents, and staff;
- inspire creativity, imagination, and love of learning in every child;
- celebrate our world and its diversity; and,
- support children in their natural development from "me" to "we."

We believe that...

- early childhood education is the foundation of learning to learn and is fundamental to a child's development and future success.
- children are unique and learn in their own ways, with each child making an important contribution to the learning environment. Each child wants to be their own best.
- our role as educators is to support the social-emotional, creative and intellectual development of our students and to instill a love of learning that begins in early childhood.
- parents deserve a school environment where they can trust that both they and their children are respected for who they are.
- our teaching staff shares the common goal of success for our students, our families, and our school community.
- through our expertise, our dedication and our practice, we can make a difference in the lives of children and their families.



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CLASS DESCRIPTIONS

**** Below are the class offerings as planned for the 2021-2022 school year. These offerings are subject to change based on enrollment, staffing and licensing guidelines.**

Toddler Classes (page 4): Children ages 18 months to 2 years may attend our transition class on Tuesday and Thursday mornings from 9:00 – 11:00 am. (Contact us for information about our toddler-caregiver class for children ages 12 to 18 months.)

2s Classes (page 4): Children may attend three mornings (Monday, Wednesday and Friday), four mornings (Monday, Tuesday, Wednesday and Friday), or five mornings per week. Classes meet from 9:00 am – 12:00 noon, or from 9:00 am – 1:00 pm with the Lunch+Extended Day option. The 2s Lunch+Extended Day program begins several weeks into the school year after the 2s have transitioned to their school day.

3s Classes (page 6): Children may attend class four mornings (Monday, Tuesday, Wednesday and Friday) or five mornings per week. Classes meet from 9:00 am until 1:00 pm or from 9:00 am until 2:30 pm with the Extended Day option. Lunch time is included in both schedules, and you will be asked to pack your child a kosher-style lunch.

Pre-K/4s Classes (page 8): Children may attend 5 mornings per week from 9:00 am – 1:00 pm or from 9:00 am until 2:30 pm with the Extended Day option. Lunch time is included in both schedules, and you will be asked to pack your child a kosher-style lunch.

Early Drop-off (page 4, 6 or 8, depending on age): Children enrolled in the 2s, 3s, and 4s classes may begin their day at 8:30 am. (This option is not available for our Toddlers Together class students.)

Priority Registration Schedule and Dates

1. Current ECEP families and/or Temple members – January 11, 2021 through January 22, 2021 (Families who were waitlisted or enrolled in the 2020-2021 school year but were not able to attend may register from January 19, 2021 through January 22, 2021.)
2. Former ECEP families who are not Temple members – January 25, 2021 through January 27, 2021
3. Open enrollment period – begins January 27, 2021, first come, first served

If a family misses the deadline for its priority registration group, we will process the registration materials in the next group for which it is eligible. There will be no exceptions.



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Toddler and 2-year-old classes
Registration – 2021-2022 School Year

Name of Child: _____

Home Address: _____

Child's Age: _____ Date of Birth: _____ Home Phone: () _____

Parent's Full Name: _____ Cell Phone: () _____

Email Address: _____

Parent's Full Name: _____ Cell Phone: () _____

Email Address: _____

Current Temple member: _____ Yes _____ No

Older child attending Temple Sinai Religious School in 2021-2022? Yes (grade)_____ No _____

New families: Please tell us who referred you to our school so that we can express our gratitude.

Referred by: _____

	Days	Hours	Tuition	✓	Total
Toddlers Together (2 years old by 4/1/22)	Tuesday Thursday	9:00 – 11:00 am	\$2,120		
2s classes (2 years old by 10/1/21)	* 3 days (M-W-F)	9:00 am – 12:00 pm	\$4,375		
		9:00 am – 1:00 pm**	\$5,650		
	* 4 days (M-T-W-F)	9:00 am – 12:00 pm	\$5,840		
		9:00 am – 1:00 pm**	\$7,550		
	5 days (M-F)	9:00 am – 12:00 pm	\$6,825		
		9:00 am – 1:00 pm**	\$8,950		
Early Drop-off** (availability dependent on enrollment)	3 days (M, W, F) 4 days (M, T, W, F) 5 days (M-F)	8:30 – 9:00 am	3 days: \$370		
			4 days: \$450		
			5 days: \$510		
Sibling Discount	A 10% discount is offered when two or more siblings are enrolled in any full-year ECEP class. The discount is applied to all but the highest tuition.				-\$____.
Early Registration Discount	Register by February 22, 2021 to receive a \$250 discount on total tuition				-\$250.00
Total					

* We are unable to accommodate individual changes to the schedules listed above.

** Initial decisions about Early Drop-off and Extended Day until 1:00 pm will be made (based on enrollment and staffing) on or around June 1, 2021.

Notes:

- 1. We reserve the right to add, cancel or combine classes based on enrollment. If the minimum enrollment is not met, all money will be refunded.
- 2. Exceptions to birth date deadlines are rare and are handled on a case-by-case basis.

Immunization Policy Parent Statement: I certify that my child, named above, is up-to-date on all immunizations required for children his/her age by the NJ State Department of Health. I understand that this is a requirement for enrollment in Temple Sinai’s ECEP.

- Yes, my child up-to-date on all NJ State required immunizations.
- No, my child has a medical exemption from one or more NJ State required immunizations. I have attached official documentation from my child’s health care provider, and this documentation conforms to the CDC list of valid exemptions.

Membership to Temple Sinai

ECEP Family Membership: We are excited to welcome you to the Temple Sinai community. For families whose oldest child is kindergarten-aged or younger, we invite you to join our Temple family **at no additional cost**. (This offer does not apply to Toddler & Me half-year programs.) Temple membership remains active through June 30, 2022 for families enrolled in good standing.

Families with Young Children/Young Couple Membership: For families who are interested in temple membership and whose oldest child is in 1st or 2nd grade, Temple Sinai is happy to offer a reduced annual rate. (For questions regarding Temple membership, please contact our Executive Director, Audrey Napchen, at Audrey@templesinainj.org.)

- ___ I am interested in Temple membership for the 2021-2022 ECEP school year, and my oldest child is kindergarten-aged or younger.
- ___ I am interested in Temple membership for the 2021-2022 ECEP school year, and my oldest child is in 1st or 2nd grade. I would like to be contacted about the Temple’s Families with Young Children membership and/or the Temple’s K-2 Academy.
- ___ I am interested in Temple membership for the 2021-2022 ECEP school year, and my oldest child is in 3rd grade or above. I would like to be contacted about Temple membership and/or the Temple’s Religious School program.
- ___ I am already a proud member of Temple Sinai.
- ___ I am not interested in membership to Temple Sinai at this time.

I agree to the registration schedule, tuition payments, immunization policy, and other policies above.

Parent’s/Guardian’s Signature _____ Date: _____



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3-year-old classes
Registration – 2021-2022 School Year

Name of Child: _____

Home Address: _____

Child's Age: _____ Date of Birth: _____ Home Phone: () _____

Parent's Full Name: _____ Cell Phone: () _____

Email Address: _____

Parent's Full Name: _____ Cell Phone: () _____

Email Address: _____

Current Temple member: _____ Yes _____ No

Older child attending Temple Sinai Religious School in 2021-2022? Yes (grade)_____ No _____

New families: Please tell us who referred you to our school so that we can express our gratitude.

Referred by: _____

	Days	Hours	Tuition	✓	Total
3s classes (3 years old by 10/1/21)	* 4 days (M-T-W-F)	9:00 am – 1:00 pm	<input type="checkbox"/> \$7,550		
		9:00 am – 2:30 pm**	<input type="checkbox"/> \$8,750		
	5 days (M-F)	9:00 am – 1:00 pm	<input type="checkbox"/> \$8,620		
		9:00 am – 2:30 pm**	<input type="checkbox"/> \$10,250		
Early Drop-off** (availability dependent on enrollment)	4 days (M, T, W, F) 5 days (M-F)	8:30 – 9:00 am	4 days: \$450		
			5 days: \$510		
Sibling Discount	A 10 % discount is offered when two or more siblings are enrolled in any full-year ECEP class. The discount is applied to all but the highest tuition.				-\$____.
Early Registration Discount	Register by February 22, 2021 to receive a \$250 discount on total tuition				-\$250.00
Total					

* We are unable to accommodate individual changes to the schedules listed above.

** Initial decisions about Early Drop-off and Extended Day until 2:30 pm will be made (based on enrollment and staffing) on or around June 1, 2021.

Notes:

1. We reserve the right to add, cancel or combine classes based on enrollment. If the minimum enrollment is not met, all money will be refunded.
2. Exceptions to birth date deadlines are rare and are handled on a case-by-case basis.

Immunization Policy Parent Statement: I certify that my child, named above, is up-to-date on all immunizations required for children his/her age by the NJ State Department of Health. I understand that this is a requirement for enrollment in Temple Sinai's ECEP.

- Yes, my child up-to-date on all NJ State required immunizations.
- No, my child has a medical exemption from one or more NJ State required immunizations. I have attached official documentation from my child's health care provider, and this documentation conforms to the CDC list of valid exemptions.

Membership to Temple Sinai

ECEP Family Membership: We are excited to welcome you to the Temple Sinai community. For families whose oldest child is kindergarten-aged or younger, we invite you to join our Temple family **at no additional cost**. (This offer does not apply to Toddler & Me half-year programs or to enrichment programs.) Temple membership remains active through June 30, 2022 for families enrolled in good standing.

Families with Young Children/Young Couple Membership: For families who are interested in temple membership and whose oldest child is in 1st or 2nd grade, Temple Sinai is happy to offer a reduced annual rate. (For questions regarding Temple membership, please contact our Executive Director, Audrey Napchen (Audrey@templesinainj.org.)

- I am interested in Temple membership for the 2021-2022 ECEP school year, and my oldest child is kindergarten-aged or younger.
- I am interested in Temple membership for the 2021-2022 ECEP school year, and my oldest child is in 1st or 2nd grade. I would like to be contacted about the Temple's Families with Young Children membership and/or the Temple's K-2 Academy.
- I am interested in Temple membership for the 2021-2022 ECEP school year, and my oldest child is in 3rd grade or above. I would like to be contacted about Temple membership and/or the Temple's Religious School program.
- I am already a proud member of Temple Sinai.
- I am not interested in membership to Temple Sinai at this time.

I agree to the registration schedule, tuition payments, immunization policy, and other policies above.

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4-year-old classes
Registration – 2021-2022 School Year

Name of Child: _____
 Home Address: _____
 Child's Age: _____ Date of Birth: _____ Home Phone: () _____
 Parent's Full Name: _____ Cell Phone: () _____
 Email Address: _____
 Parent's Full Name: _____ Cell Phone: () _____
 Email Address: _____

Current Temple member: _____ Yes _____ No
 Older child attending Temple Sinai Religious School in 2021-2022? Yes (grade) _____ No _____

New families: Please tell us who referred you to our school so that we can express our gratitude.

Referred by: _____

	Days	Hours	Tuition	✓	Total
4s classes* (4 years old by 10/1/21)	5 days (M-F)	9:00 am – 1:00 pm	<input type="checkbox"/> \$8,620		
		9:00 am – 2:30 pm**	<input type="checkbox"/> \$10,250		
		9:00 am – 2:30 pm (MWF) 9:00 am – 1:00 pm (TTh)	<input type="checkbox"/> \$9,598		
Early Drop-off** (availability dependent on enrollment)	5 days (M-F)	8:30 – 9:00 am	5 days: \$510		
Sibling Discount	A 10 % discount is offered when two or more siblings are enrolled in any full-year ECEP class. The discount is applied to all but the highest tuition.				-\$____.
Early Registration Discount	Register by February 22, 2021 to receive a \$250 discount on total tuition				-\$250.00
Total					

* Upon request, availability and tuition for a 4-day per week schedule may be available.

** Initial decisions about Early Drop-off and Extended Day until 2:30 pm will be made (based on enrollment and staffing) on or around June 1, 2021.

Notes:

1. We reserve the right to add, cancel or combine classes based on enrollment. If the minimum enrollment is not met, all money will be refunded.
2. Exceptions to birth date deadlines are rare and are handled on a case-by-case basis.

Immunization Policy Parent Statement: I certify that my child, named above, is up-to-date on all immunizations required for children his/her age by the NJ State Department of Health. I understand that this is a requirement for enrollment in Temple Sinai’s ECEP.

- Yes, my child up-to-date on all NJ State required immunizations.
- No, my child has a medical exemption from one or more NJ State required immunizations. I have attached official documentation from my child’s health care provider, and this documentation conforms to the CDC list of valid exemptions.

Membership to Temple Sinai

ECEP Family Membership: We are excited to welcome you to the Temple Sinai community. For families whose oldest child is kindergarten-aged or younger, we invite you to join our Temple family **at no additional cost**. (This offer does not apply to Toddler & Me half-year programs or to enrichment programs.) Temple membership remains active through June 30, 2022 for families enrolled in good standing.

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- ___ I am interested in Temple membership for the 2021-2022 ECEP school year, and my oldest child is in 1st or 2nd grade. I would like to be contacted about the Temple’s Families with Young Children membership and/or the Temple’s K-2 Academy.
- ___ I am interested in Temple membership for the 2021-2022 ECEP school year, and my oldest child is in 3rd grade or above. I would like to be contacted about Temple membership and/or the Temple’s Religious School program.
- ___ I am already a proud member of Temple Sinai.
- ___ I am not interested in membership to Temple Sinai at this time.

I agree to the registration schedule, tuition payments, immunization policy, and other policies above.

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Student's name: _____

2021-2022 Tuition Payment Agreement

Sibling Discount: A 10% discount is offered when two or more siblings are enrolled in any Temple Sinai Early Childhood Education Program class. The highest tuition of the enrolled siblings will be allocated at full tuition and each successive child will receive a 10% discount.

Tuition Deposit: A \$750.00 tuition deposit is required at the time of registration and will be applied to the final tuition invoice. For withdrawals from the program before April 2, 2021 (or once we are in receipt of a signed contract), a refund minus a \$300 administrative fee will be offered. On or after April 2, 2021, no refunds of this tuition deposit will be permitted. Tuition deposits may be remitted by check or credit card (credit card users are subject to a 2.5% surcharge) or paid through the Temple website.

Tuition Refund and Withdrawal Policy:

- Tuition payments begin on June 15, 2021. If payment is not received by this date or within 1 week of registration, we cannot guarantee your child's enrollment.
- Tuition payments are non-refundable after their due dates. In extraordinary cases in which a family relocates and it is no longer possible to attend the ECEP, consideration for a pro-rated refund will be made on a case-by-case basis. No refunds will be made for withdrawals after April 1, 2022.
- We are unable to offer make-up classes for individual days missed by your child.
- Any request for a reduction in the number of days or classes that your child will attend should be made in writing and received by May 28, 2021.
- All requests for withdrawals must be made in writing.

Tuition Refunds in the Event of Closures due to COVID:

- If the ECEP or Temple Sinai is required to close for a COVID-related reason, we will quickly move to virtual learning/gathering using one or a combination of online platforms. These gatherings will be important to maintain and deepen the relationships between children and teachers while the building is closed, allowing for a smoother transition when the ECEP can re-open in person. The frequency, duration and content of the virtual gatherings will be determined by ECEP teachers and administration based on what is considered best practice and developmentally appropriate for each age group.
- In the event of a school closure of greater than 4 weeks, you will have the option to continue or withdraw from the ECEP's virtual learning opportunities.
- Should you choose to continue with virtual learning, you will receive a refund of 50% of the pro-rated tuition for the remainder of the closure.
- You may choose to withdraw from virtual learning and the ECEP at any point after the first 4 weeks of closure; you are expected to notify the ECEP, in writing, at least 2 weeks prior to withdrawal. You will receive a pro-rated refund for the remaining school year. Should we re-open in person, Temple Sinai may provide an option for families to re-enroll or for new families to enroll if space permits.
- Temple Sinai reserves the right to modify or discontinue virtual learning during an extended closure. The cancellation of virtual learning will result in a pro-rated refund for the remainder of the closure.

Tuition Payment Plans: Please check your desired plan. A 3% late fee may be applied to tuition payments made after their due date.

- Early Plan:** Payment in full (100%) by June 15, 2021. There is a 2.0% discount off the total tuition (excluding deposit) if tuition is paid by cash or check.
- Regular Plan:** Payment in 3 installments: 40% of tuition due by June 15, 2021, 30% of tuition due by September 15, 2021, and balance of tuition due by December 15, 2021. (The \$750 tuition deposit will be applied to the December 15 invoice.) Rates as listed on Tuition Schedule. If tuition payments are made by credit card, there is a 2.5% credit card surcharge.
- Scheduled Monthly Payment Plan:** Scheduled monthly payments (by credit card or eCheck) in 7 monthly installments are as follows - 20% of tuition due by June 15, 2021, 20% due by July 15, 2021, 20% due by August 15, 2021, and 10% due by the fifteenth of each month from September through December 2021). There is a 2.5% credit card surcharge on the Scheduled Monthly Payment Plan.

I have read and accept the above tuition payment plan and other registration policies, including deposit, refund/withdrawal, membership and immunization policies. I agree to accept responsibility for payments as described above.

Parent's/Guardian's Signature _____ Date _____