

Dear Parent,

Thank you for considering one of St. Louis Children’s Hospital’s child care centers. With the receipt of the enclosed application, your name will be placed on the Waiting List. In an effort to serve families as quickly as possible, both centers have access to the list. At the time of an opening, you will be notified and have the option of accepting the space or remaining on the list for an opening at a later date or at the other facility. Placing your name on the waiting list does not guarantee placement on your desired entry date.

*If you are expecting*, please follow the instructions indicated on the “UPDATE” INSTRUCTIONS sheet.

If you are interested in per diem care (children 2 years and older) until a regular space is available, please contact the manager of your desired center.

Again, thank you for your interest in our child care programs. We look forward to hearing from you soon!

SLCH CDC @ Newstead

321 S. Newstead

St. Louis, MO 63110

314.454.4700

Or across the street:

SLCH CDC @ Clayton

4353 Clayton Ave. Room 100

St. Louis, MO 63110

314.362-0777

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**SLCH Child Development Center**

**Program and Philosophy**

Our child development centers are committed to providing quality care and educational programs for children of BJC HealthCare and Washington University School of Medicine employees. We offer a warm, nurturing environment with a variety of learning experiences to promote individual growth and development for children age 6 weeks through 8 years. Programs include:

* Infant/Toddler Care
* Early Preschool: 2/3 year olds
* Preschool: 3/4 year olds
* Pre-kindergarten: 4/5 year olds
* Summer Fun: School age (through 8 years) during summer months
* Per diem care: 2 years and older

Flexible scheduling---full time, regular part-time, and variable part-time---is offered year round to help meet your family’s child care needs. Our hours (site specific) range from 5:45 am until 6:00 pm with extended care offered on a daily basis until 8:00 pm. Tuition is based on the amount of time your child is scheduled.

Curriculum is based on developmentally appropriate practices following the philosophy that children learn through play and it is best enhanced when children actively participate in meaningful experiences. Curriculum is tailored to each child’s age and developmental level. Preschool and pre-kindergarten curriculum is based on the Missouri Pre-K Standards to help young children become prepared for entering the formal school setting.

Our centers, located across the street from each other, are licensed through the State of Missouri; Department of Health & Senior Services, Child Care Division. A strong partnership between family, the child development center and community can help provide a solid start to your child’s future.

**Waiting List Process**

Thank you for your interest in St. Louis Children’s Hospital Child Development Center. Below is some information to help you understand how the Waiting List process works. The waiting list is shared by both the Clayton Ave. and the Newstead centers (across the street from each other).

* Waiting list application is filled out and turned in (if expecting, please turn in the “update” after child is born.)
* You will be placed on the Waiting List according to your Application Date.
* When an opening occurs, the next person on the list will be notified. You may schedule a tour if interested or remain on the list. If you schedule tours at both facilities, they must be within 3 days. You will have 48 hours after the last tour to notify us of your decision.
* Once you accept the position and receive the appropriate registration paperwork, you will have 5 working days to return all forms and fees to secure your space.
* ***Placing your name on the waiting list or updating information for a newborn, does not guarantee placement on desired entry date.***

There is no way of knowing how long the wait will be as we do not know when families will be leaving. Occasionally we will have openings throughout the year. There are openings when Residents change July 1st, however, the most openings occur for both centers mid-August when all the children transition to the next age classroom. If you are next on the list at this time, you will receive a phone call during the summer months to schedule tours and classroom visits.

Thank you for your inquiry and if you have any further questions, please do not hesitate to contact:

SLCH CDC at Newstead SLCH CDC at Clayton

321 S. Newstead 4353 Clayton Ave.

St. Louis, MO 63110 St. Louis, MO 63110

314-454-4700 314-362-0777

(The centers are across the street from each other)

**Tuition Fees**

Effective January, 2019

Weekly and Per Diem Care

SLCH and BJH Employee Rates:

**Infant/Toddler Early Preschool Preschool**

|  |  |  |  |
| --- | --- | --- | --- |
| Full Time | $317 | $275 | $237 |
| 4 Days | $300 | $264 | $228 |
| 3 Days | $225 | $198 | $171 |
| 2 Days | $150 | $132 | $114 |
| 1 Days | $75 | $66 | $57 |

Wash U and Affiliate Groups:

**Infant/Toddler Early Preschool Preschool**

|  |  |  |  |
| --- | --- | --- | --- |
| Full Time | $396 | $328 | $299 |
| 4 Days | $376 | $312 | $284 |
| 3 Days | $282 | $234 | $213 |
| 2 Days | $188 | $156 | $142 |
| 1 Days | $94 | $78 | $71 |

**WAITING LIST APPLICATION**

Application Date: \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_\_

**Parent 1 (Eligible Employee)**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Email:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_State \_\_\_\_\_ Zip\_\_\_\_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Work Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employer: \_\_\_\_BJC Corporate \_\_\_\_\_BJH \_\_\_\_\_SLCH \_\_\_\_\_ Washington University

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Employee ID # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent 2:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_State \_\_\_\_\_ Zip\_\_\_\_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_\_\_\_\_\_\_ Work Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employer: \_\_\_\_BJC Corporate \_\_\_\_BJH \_\_\_\_SLCH \_\_\_\_ Washington University \_\_\_\_Other

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Employee ID # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Child’s Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Birth Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ OR Due Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Desired Entry Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ (Placing your name on the waiting list does not guarantee placement on your desired entry date)

**PLEASE MARK ALL THAT APPLY**

\_\_\_\_Full time \_\_\_\_\_ Part-time: 2 days 3 days 4 days (Circle # of days)

\_\_\_\_Set Schedule: \_\_\_\_ Monday \_\_\_\_ Tuesday \_\_\_\_Wednesday \_\_\_\_Thursday \_\_\_\_Friday

\_\_\_\_ Variable Schedule (Number of days and/or days of week vary)

Desired Facility: \_\_\_\_\_SLCH Child Development Center @ Newstead or across the street

 \_\_\_\_\_ SLCH Child Development Center @ Clayton Ave. Building

 \_\_\_\_\_ No Preference

**FAX to: 314.747-1740 or Email** **margaret.zitko@bjc.org** **Updated 12/2018**

**“UPDATE” INSTRUCTIONS**

IF YOU ARE AN EXPECTANT PARENT:

* Return the “NEWBORN: UPDATE INFORMATION” form as soon as your child is born
* Mail to: Attn: Waiting List

 4353 Clayton Ave. Room 100

 St. Louis, MO 63110

* FAX to: 314-747-1740
* Email to: margaret.zitko@bjc.org

Placing your name on the Waiting List does not guarantee placement on your desired entry date.

THANK YOU!

“NEWBORN: UPDATE INFORMATION”

Parent Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home/Cell phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Work phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Birth Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Desired Entry Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_