



Spring 2019

Dear Edna Maguire EDS Families,

As you know, EDS provides a quality on-site before and after school program at Edna Maguire Elementary School. Our highly trained teachers are looking forward to continuing to offer fun and educational activities as well as social and emotional support to your child.

This year, you will be able to print out EDS Enrollment Application and our Monthly Child Care Rate Sheet for the 2019/2020 school year on our website! I will begin accepting applications **Wednesday May 15th** at 7:30am. Our programs fill rapidly so please complete the enclosed application and submit it with your **\$50.00** registration fee. I know this process can be stressful but please know that we will do the best we can to accommodate. Our classroom space is limited. Priority is given to full-time families as well as consideration to our returning Marin Day School families, siblings and by the order in which applications are received.

Families who have completed and returned an enrollment application with the registration fee can then download and complete the required **Returning Family Registration Packet** enrollment forms through our center website at www.brighthorizons.com/edsednamaguire. You may also request a paper enrollment packet if you prefer. **All forms must be returned and processed before your child attends.** We will notify families about placement late June.

In early August all enrolled families will receive site-specific information about the Edna Maguire EDS program. You will also receive a tuition statement that will reflect the schedule you requested on your enrollment application. Your statement will show prorated August tuition and full tuition for September. Tuition will be due on or before August 25th.

To change your schedule please call or email the center or send your request in writing to the UPS Box listed below before August 1st. **Requests received after August 1st will be reflected October 1st.**

We specialize in programming during the academic school year so our programs are closed during the summer break. To reach us during the school year or to leave a voicemail, please call 415-381-2231. To skip the voice message, just press the pound key (#.) You can also reach me at this number for the month of June and then beginning again August 9th. You may hand deliver your enrollment application to EDS (Room A) or our mailbox in the school office (which we encourage you to do!) **before June 13th** or you may mail it to the address below. If you choose to mail it to the UPS box please clearly mark the envelope **EDNA EDS** Have a great summer and we look forward to seeing you in August!

Sincerely,

Karla Gamboa

Edna Maguire Site Director
Karla Gamboa

Mailing address:

Edna Maguire EDS
775 E. Blithedale, UPS Box # 393
Mill Valley, CA 94941

Edna Maguire EDS
415-381-2231
ednamaguire@brighthorizons.com
brighthorizons.com/edsednamaguire

Old Mill EDS
415-383-1308
oldmill@brighthorizons.com
brighthorizons.com/edsoldmill

Park EDS
415-388-1458
parkeds@brighthorizons.com
brighthorizons.com/edspark

Strawberry Point EDS
415-383-6204
strawberry@brighthorizons.com
brighthorizons.com/edsstrawberry

Tam Valley EDS
415-388-8304
tamvalley@brighthorizons.com
brighthorizons.com/edstamvalley



**EXTENDED DAY SERVICES (E.D.S.)
2019-2020 ENROLLMENT APPLICATION
EDNA MAGUIRE SCHOOL**

Child's Full Name _____

Nickname _____ Birthday _____ Gender _____ Grade in Sept. 2019 _____

Eye color _____ Hair color _____ Identifying Marks _____

Home Address _____ Home Telephone _____

Parent Name(s) _____ Work / Cell _____

_____ Telephone(s) _____

Parent e-mails: _____

(e-mail is the primary mode of communication about information, newsletters, classroom activities and events)

Does your child have food/activity restrictions, diagnosed allergies, special needs, custody arrangements, medical or other conditions? Please describe. _____

Who shall be the primary emergency contact? _____ primary payer contact? _____

I request my child attend E.D.S.: (Mark Days & Sessions)

☐ My child will attend on a drop-in basis only

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Mornings 7:30-8:40 AM					
Kindergarten Partial Afternoon 1:40-3:00 PM			Not available on Weds.		
Kindergarten Full Afternoon 1:40-6:30 PM					
School Age Afternoon 3:00-6:30 PM (1:55 PM Weds.)					

PAYMENT OF A NONREFUNDABLE \$50.00 FEE TO Bright Horizons IS DUE AT THE TIME OF APPLICATION.
Application does not guarantee placement. Your center management will contact you with availability after processing your application in the order of receipt. Families needing full time care are given priority. Original form must be submitted with the fee to be processed.

SIGNATURE _____ **DATE** _____

Application mailing addresses (be sure to specify which center on your envelope)

Please do not mail correspondence to the schools during the summer – it will not be processed until after school opens.

Old Mill, Strawberry or Tam Valley EDS

775 E. Blithedale Avenue, UPS Box #386
Mill Valley, CA 94941

Park or Edna Maguire EDS

775 E. Blithedale Avenue, UPS Box #393
Mill Valley, CA 94941

Tax ID # 04-2949680 www.brighthorizons.com

Edna Maguire E.D.S.
80 Lomita Ave.
Mill Valley, CA 94941
415-381-2231

Old Mill E.D.S.
352 Throckmorton Ave.
Mill Valley, CA 94941
415-383-1308

Park E.D.S.
360 E. Blithedale Ave.
Mill Valley, CA 94941
415-388-1458

Strawberry Point E.D.S.
117 E. Strawberry Dr.
Mill Valley, CA 94941
415-383-6204

Tam Valley E.D.S.
350 Bell Lane
Mill Valley, CA 94941
415-388-8304

Monthly Child Care Rates

Extended Day Services Edna Maguire Campus

Visit our website www.brighthorizons.com

Effective 8/1/2019

	Kindergarten					School Age				
	5 Days	4 Days	3 Days	2 Days	1 Day	5 Days	4 Days	3 Days	2 Days	1 Day
Mornings	\$321	\$291	\$237	\$164	\$97	\$321	\$291	\$237	\$164	\$97
Partial Afternoon	N/A (No Wed)	\$488	\$398	\$275	\$162	N/A	N/A	N/A	N/A	N/A
Full Afternoon	\$1,035	\$938	\$765	\$529	\$312	N/A	N/A	N/A	N/A	N/A
1st-5th Grade Afternoon	N/A	N/A	N/A	N/A	N/A	\$952	\$864	\$704	\$486	\$287

Fees:

Registration Fee	- One Time	(per child, nonrefundable)	\$50
Extra Hours	- Per Hour	(any hours attended in addition to normal schedule)	\$19

This includes during Camp Days and School Closures

NOTES:

Tuition is payable in advance of service and is adjusted annually with 30 days' written notice.

Tuition is paid on the 25th of the month through a secure online web portal (or monthly recurring draft).

If the center closes for facility or weather related problems parents are responsible for full tuition.

Monthly tuition rates are pro-rated for August, November, and June when centers are closed for more than one week.

Holiday/ School Closure Day childcare and Minimum Day childcare require additional registration and will be billed separately from regular monthly tuition charges.

Childcare on non-school days may be held at other centers and parents will be given prior notice to the location.

There are no credits for missed days, but parents need to please notify EDS on any scheduled day that your child will not be attending. See our Absence Policy for more information.

SCHEDULE CHANGES: Individual schedules can be changed for any month with 30 days' advance WRITTEN notification by the 1st of the prior month. A schedule change form must be filled out to request a schedule change. Schedule changes must be effective the 1st of the next month.