

Tucson Community School, Inc.

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Tucson, AZ 85719

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[tucsoncommunityschool.org](http://tucsoncommunityschool.org)

Thank you for inquiring about our school. I would like to highlight some important features of our program:

1) Our program is designed to promote a positive self-concept and has a developmentally appropriate environment and materials planned for children's play, exploration, problem solving and creative interaction. We promote purposeful play for all the children and believe young children learn by doing. We encourage families to enroll their child (children) for all three years to fully benefit from the program.

2) We see each child as an individual with talents, strengths, challenges and a unique personality our program allows inclusion of all children. We are a non-denominational school.

3) Tucson Community School's mission is to provide a creative learning experience emphasizing outdoor play and family participation in a safe environment which respects each child's uniqueness and individual learning style.

4) We are a Parent Co-operative School which means you are required to be in your child's classroom on a regular basis--12-18 times throughout the school year (e.g. Wednesday, 8:30 a.m. - 12 noon). Parents, grandparents and sitters are welcome to assist. In addition to helping in the classroom, parents are required to:

A) Attend a Saturday morning four hour work party once a year

B) Assist with TCS's fund raisers, committees and clean-up

Please call the school with further questions. Tours can be scheduled throughout the year.

Sincerely,

Mary Sue Houser

Director

Tucson Community School  
Parent Participation

TCS offers the Tucson community a unique experience by providing a school where parents and children learn together. Every day parents are intricately involved in executing the program and assisting the faculty.

How is this accomplished?

First, families support the well-established educational program by assisting the teachers in the rich range of activities offered in the indoor and outdoor classrooms. Without this assistance the TCS educational experience would be greatly altered. Parent committees organize parent education workshops, plan family/school activities and support each other as they raise their children. Parents are encouraged to share their skills, their talents and their holiday traditions (as curriculum is not focused around holidays).

Second, the responsibility of conducting school business is jointly shared by the Director with the Board of Directors (current parents), the Board of Trustees (past parents) and all current parents. Business primarily includes maintenance of the buildings and grounds, fund raising (for financial assistance and general support of programs), publicity and community outreach.

Listed below are the required minimum responsibilities for each family:

1. Work in your child's classroom from 8:30 a.m.--12 noon (or 1:00 p.m. - - 4:00 p.m. for the APM group), 18 days in the A group and 12 days in B and K groups.
2. Be part of committees that organize and run school activities.
3. Participate in the Auction fund raiser and donate 2 items and work at the Festival.
4. Attend one Saturday or Sunday work party, during the school year.
5. Attend year-end clean-up in your child's classroom.

Please feel free to contact me if you have any questions about your participation.

Mary Sue Houser

Director

## **Tucson Community School**

### **CLASSES**

School is in session Monday through Friday from 8:30 a.m. to 12:00 p.m. and Tuesday and Thursday from 1:00 p.m. to 4:00 p.m.

The school is divided into five groups of children according to age, each with a teacher, an assistant and 1 to 2 helping parents. School enrollment is limited to keep these group ratios small.

The guidelines for group division are as follows:

A Group (Three year olds). These groups are divided into:

A-2 Day Young three year olds (3 years old by August 31) come on Tuesday and Friday mornings. This class has 12 children.

A-3 Day Older three year olds (usually 3 years, 7 months by August 31) come on Monday, Wednesday, and Thursday mornings. This class has 12-14 children.

A-PM Three year olds come Tuesday and Thursday afternoons from 1:00-4:00. This class has 8-10 children.

Group B (Four year olds.) This team-taught group is divided into two homerooms, each Has its own teacher and a shared assistant teacher.

B4 Most four year olds come four mornings a week. One day off is arranged in consultation with the parents.

Kindergarten Five year olds come five mornings a week. This team-taught group is divided into two homerooms, each with its own teacher and a shared assistant teacher.

### **Extended Day Program**

Extended days are on Tuesday, Wednesday and Thursday throughout the school year. Children bring their nut free lunch and enjoy a program of play and rest until 3:00 p.m. Any child at TCS is eligible to enroll in the Extended Day Program for one, two or three days, but space is limited to 15 children each day. If you are interested in this program for your child, please enroll him or her in the TCS office at the beginning of the year. Some slots are available on a drop-in basis. Sometimes children aren't ready for this commitment until midway through the year. Please check in the office during the year if you would like your child to participate.

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Fees--2011-2012 school year

\*Non-refundable application Fee (paid at the time application is accepted by TCS):  
\$60.00

\*Family's annual Co-op Membership Fee (paid at the time child is actually enrolled at TCS):  
\$35.00

Morning Program - - 8:30 a.m. - - 12:00 p.m.

A2 -- 3 year old 2 day a week program: \$2,160.00 a year paid in monthly payments of  
\$240.00.  
(Tuesday and Friday)

A3 -- 3 year old 3 day a week program: \$2,925.00 a year paid in monthly payments of  
\$325.00.  
(Monday, Wednesday and Thursday)

B4 -- 4 year old 4 day a week program: \$3,420.00 a year paid in monthly payments of  
\$380.00.  
(Child's day at home is decided in May)

Kindergarten -- 5 day a week program: \$3,600.00 a year paid in monthly payments of  
\$400.00.  
(Monday through Friday)

Afternoon Programs- STARTING JANUARY-2012

APM - - 3 year old 2 day a week program: \$900 a paid in monthly payments of \$200  
(Tuesday and Thursday from 1:00 - - 3:00 p.m.)

Extended Day Program -- Mixed age group  
(Tuesday, Wednesday and Thursday 12:00 p.m. -- 3:00 p.m.)

1 day a week program: \$540.00 a year paid in monthly payments of \$60.00.

2 day a week program: \$1080.00 a year paid in monthly payments of \$120.00.

3 day a week program: \$1,620.0 a year paid in monthly payments of \$180.00.

Drop-in Extended Day: \$20.00 per day (You need to check with the office for  
availability).

A non-refundable parent co-op membership fee is due within 14 days of the admittance letter. In order to reserve a space in the school, pre-payment of the first month's tuition is due at the time the student is admitted. This tuition pre-payment must be received within 14 days of the admittance letter, to hold the space.

When the first month's tuition pre-payment is received, the student is considered enrolled in the school. The parents of enrolled students commit to payment of the designated monthly tuition for the entirety of the school year.

When a parent withdraws an enrolled child from the school, the child's parents remain responsible for all monthly tuition payments for the school year unless and until the vacated space is filled. The tuition pre-payment become non-refundable after the initial conference with the student's teacher.

Tuition is due by the 10<sup>th</sup> of the month, if special arrangement have not been made with the office and tuition is received after the 10<sup>th</sup>, a late fee must will be assessed.

Late pick-up fee policy: a fee of \$15.00 will be charged after 10 minutes and a \$1 per minute fee thereafter. The person driving the carpool is responsible for the late fee. Emergencies will be taken into account.

TUCSON COMMUNITY SCHOOL  
2109 E. Hedrick Drive  
Tucson, AZ 85719  
(520) 326-9212 FAX  
(520) 326-6014

**APPLICATION FORM**

Date \_\_\_\_\_ Class \_\_\_\_\_ School Year \_\_\_\_\_

Child's Name \_\_\_\_\_ Date of Birth: M/ D/ Y/ \_\_\_\_\_  
Sex: M F

Address \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

e-mail address \_\_\_\_\_

Previous school experience: \_\_\_\_\_

Child's Ethnicity (optional): Native American \_\_\_\_\_ African American \_\_\_\_\_ Hispanic \_\_\_\_\_  
Asian/Pacific Islander \_\_\_\_\_ Caucasian \_\_\_\_\_ Other \_\_\_\_\_

**Parent(s):**

Name \_\_\_\_\_ Occupation \_\_\_\_\_ Work Phone \_\_\_\_\_

Name \_\_\_\_\_ Occupation \_\_\_\_\_ Work Phone \_\_\_\_\_

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In the event that parent(s) cannot be reached, please list two people who can be called in an emergency:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Relationship \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Relationship \_\_\_\_\_

Reasons for wanting to enroll child in school \_\_\_\_\_

How did you hear of this school? \_\_\_\_\_

Language(s) spoken by the child \_\_\_\_\_

Does your child have any medical conditions, special needs or unique care requirements?

\_\_\_\_\_

Are you interested in using our multi-aged afternoon/extended day program?

\_\_\_\_\_

Please note, a non-refundable \$60 application fee must accompany this form.

Also, a non-refundable parent co-op membership fee is due within 14 days of the admittance letter. In order to reserve a space in the school, pre-payment of the first month's tuition is due at the time the student is admitted. This tuition pre-payment must be received within 14 days of the admittance letter, to hold the space.

When the first month's tuition pre-payment is received, the student is considered enrolled in the school. The parents of enrolled students commit to payment of the designated monthly tuition for the entirety of the school year.

When a parent withdraws an enrolled child from the school, the child's parents remain responsible for all monthly tuition payments for the school year unless and until the vacated space is filled. The tuition pre-payment becomes non-refundable after the initial conference with the student's teacher.

I grant permission to the school to use its best judgment in case of an emergency or accident.

Parent's Signature \_\_\_\_\_

Parent's Signature \_\_\_\_\_

*(Both parents must sign this application.)*

*(For Office use only)*

Enrolled in class \_\_\_\_\_ On \_\_\_\_\_ For School year \_\_\_\_\_

by \_\_\_\_\_,

Mary Sue Houser,  
Director.