



Sunshine Academy

302 Harvard Street
Brookline, MA 02446
Phone: (617) 232-6600
Fax: (781) 998-6408
www.sunshineacademy.com
email: director@sunshineacademy.com

Dear Parent:

Welcome to Sunshine Academy! Our newly built school, located at 302 Harvard Street in Brookline, is a warm, safe, and enjoyable learning environment for children and families. We are currently accepting applications for new enrollments. Enrollment is on a space-available basis with rolling admission throughout the year.

We designed our new school to meet the same high standards you have come to expect from Sunshine Academy. All of our classrooms are designed and planned specifically for the age group they serve and meet all accessibility requirements. We also have our own private gymnasium/auditorium for all-weather active play, music classes, and performances.

Sunshine Academy teachers are qualified, caring, dedicated, and fully licensed and certified in early childhood education. They look forward to sharing an enjoyable, positive learning experience with your child.

We are enclosing a brochure, tuition schedule, and application form. To reserve a space on the waiting list, please fill out the application form and return it with a non-refundable \$100 application fee to Sunshine Academy, 302 Harvard Street, Brookline, MA 02446. When there is an available space, we call families in the order in which we receive a completed application and fee. Please feel free to contact the office at 617-232-6600 or director@sunshineacademy.com with any questions or to schedule a private tour.

We look forward to working with you in the care and education of your child.

Warmest wishes,

Ann and Andrew Haber
Co-owners



Sunshine Academy is an NAEYC-accredited early childhood education program.



Top 10 Health and Safety Features Sunshine Academy Early Education Center

1. All new construction on ground level provides natural light from high ceilings, large windows and skylights.
2. Secure, safe, drop-off and pick-up parking spaces directly behind the school help you avoid traffic and parking problems.
3. Modern access card system and recorded security cameras on all doors prevent unauthorized access to the school.
4. State-of-the-art heating and cooling system with micron air filters reduce allergens and separate zones in all classrooms.
5. Private gymnasium/auditorium enables active play in all weather conditions.
6. Full-length “pinch-free” piano hinges on all doors and “stop-less” door frames prevent accidents.
7. Child-sized toilets and sinks with pre-mixed warm water prevent scalding.
8. Child-safe electrical outlets located seven feet up the wall.
9. All teachers are fully licensed with the Department of Early Education and Care and are certified regularly in both First-Aid and Infant/Child CPR.
10. Delicious child-friendly catered lunches and snacks delivered hot and fresh each day. No nuts or other allergens used.





Sunshine Academy
APPLICATION

Child's First Name _____ Child's Last/Family Name _____
Date of Birth _____ Primary Language _____
Gender _____ Requested Date of Admission _____

Name of Parent/Guardian (preferred main contact person) _____
Relationship to Child _____ Preferred Pronouns _____
Home Address _____
Home/Work/Mobile Phone Numbers _____, _____, _____
Employer and Work Address _____
Email Address _____

Name of Parent/Guardian _____
Relationship to Child _____ Preferred Pronouns _____
Home Address _____
Home/Work/Mobile Phone Numbers _____, _____, _____
Employer and Work Address _____
Email Address _____

Describe Previous Experience with Childcare or Preschool _____

Anticipated Drop-Off Time _____ Anticipated Pick Up Time _____

What Would You Like for Your Child to Gain from this Experience?

Any Limitations/Concerns? _____

Parent/Guardian Signature (1) _____ Date _____

Parent/Guardian Signature (2) _____ Date _____





Sunshine Academy
TUITION INFORMATION

Program	Full Time
Infants	\$2600
Toddlers	\$2400
Preschool	\$2000
PreK	\$2000

Terms and Conditions:

- The tuition rates cited above do not include the non-refundable \$100 application fee, which must be submitted with the application form to be considered for a space.
- Enrollment is full-time only. Part-time tuition schedules are not available.
- Tuition in all classrooms, except infants, includes a nutritious catered lunch and two snacks per day and covers all “specials” including music and foreign language classes.
- When two or more children in the same family are enrolled, there is a 10% sibling discount on the entire amount due.
- We reserve the right to change our rates at any time, yet we promise to give parents at least 60-days notice.
- No tuition discounts or refunds are given for family vacations, holidays, illnesses or any other circumstances involving non-attendance.
- To enroll in the school, you must pay a security deposit of one month of tuition. We will not reserve or hold a space without the deposit. The security deposit is non-refundable.
- The first month of tuition is due on your child’s first day and is separate from the security deposit.
- To unenroll, you must provide written notice to the director 30 days in advance of your last day. Your security deposit is used for the last 30 days of tuition. If you do not provide a 30-day written notice of your intent to unenroll, you forfeit your security deposit.
- Under no circumstances will the security deposit be refunded.

By signing below, I/We agree to the terms and conditions outlined above.

Parent/Guardian Signature (1) _____ Date

Parent/Guardian Signature (2) _____ Date



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