



TUITION AND FEE AGREEMENT - Year 2026 - 2027

NEW STUDENTS: A one-time non-refundable registration fee of \$150 and a non-refundable deposit equal to one month of tuition are due at the time of registration. The tuition deposit will be applied to your child's final month of attendance when proper notice is given.

RETURNING STUDENTS CONTRACT DUE DATE: JANUARY 12, 2026:

For returning students, a non-refundable registration fee of \$50 and a non-refundable deposit equal to one month of tuition will hold placement for the 2026–2027 school year. The tuition deposit will be applied to your child's final month of attendance when proper notice is given.

A child's placement is not secured until **all required fees and deposits are paid in full**.

SUPPLY FEE

The annual supply fee of **\$180** is **non-refundable** and is due on **August 1st** for the upcoming school year, or **on the date of enrollment** for students who enroll **after August 1st**, regardless of start date or withdrawal date.

TUITION PAYMENTS

The Tuition Agreement outlines the tuition payment schedule, including the date and amount due. Tuition is due on the **1st of each month**. Families are responsible for submitting tuition on time; **monthly reminders are not issued**. All billing updates and additional fee notices will be sent through **Brightwheel**, and families are responsible for monitoring their Brightwheel account. If any additional fees are incurred, a bill will be issued.

Tuition is **not prorated** for absences, vacations, holidays, weather-related closures, or school-initiated closures.

Checks are made payable to:
First Step Preschool
240 Wolfpit Road
Wilton, CT 06897

Federal Tax ID Number (for childcare reimbursement): 20-1143033

LATE PAYMENTS

A late fee of **\$20** will be assessed if tuition is not paid within **10 days** of the due date. An additional **\$20** late fee will be added if payment is not received by the **10th** of the month. Late fees are assessed based on the **calendar date**, regardless of weekends, holidays, or absences. The school reserves the right to suspend attendance if tuition or fees remain unpaid. A canceled check is your only receipt.

RETURNED CHECKS

A \$35 Returned Check Fee will be billed and due with the next tuition payment for each check returned for insufficient funds. A late fee will also be assessed if full payment is not received by the 10th of the month. After **two** returned checks, all future payments must be made by **money order or bank check**.



CANCELLATION POLICY

If your child will not be attending First Step Preschool in the fall after the deposit has been received, written notice must be submitted on or before June 1, 2026; notices received after this date result in forfeiture of the deposit.

Families who relocate outside of Fairfield County may receive a pro-rated tuition refund only when all conditions are met: a 30-day written notice is submitted and acknowledged by the office, the child's withdrawal date occurs before April 1, and documentation of relocation is provided if requested. Refunds are issued only when every requirement is satisfied. The advance monthly payment is applied to the final month of attendance and is not refundable under any circumstances. A \$75 withdrawal fee is charged only when a refund is issued.

If your child is accepted into a special education services program, you will be released from your contract and tuition will be refunded on a pro-rated basis, minus a \$75 withdrawal fee.



TUITION AND FEE AGREEMENT - Year 2026 - 2027

I agree to pay the monthly tuition fees for my child(ren),

(student name)

as outlined below for the school Year 2026 -2027.

Please check all the appropriate options.

Programs

- 2 days – 2's program (Mon. & Wed.) \$ 490 per month
- 3 days – 3's program (Mon, Wed & Thur.) \$ 660 per month
- 4 days – 3's program (Mon – Thur.) \$ 740 per month
- 4 days – 4's program (Mon – Thur.) \$ 755 per month

TOTAL: _____ per month

**** Tuition payments made Sept – April, Deposit applied to last month**

*** Optional Extended day until 3 pm for our 3 & 4's students

*** Friday Enrichment program available for our 3 & 4's students

_____ No, I would not like to re-enroll my child for the 2026-2027 school year at this time.

I understand that this is on a first-come, first-served basis, and I am giving up my child's spot at First Step Preschool.

Monthly payments are due on the 1st of each month. If the payment is not received by the 10th of the month, a late fee will be added to the amount due. Please note that the amount shown above is the only reminder for payment. If any additional fees are incurred, a separate bill will be sent to you.

Please return one copy to the school and keep one for your records with your registration fee(new students only) and tuition deposit.

Parent/Guardian Signature

Date

Parent/Guardian Name _____ Tel: _____

Address: _____
(Street) _____ (Town) _____ (State) _____ (Zip) _____

Email: _____

Tuition and Fees 2026-2027

Registration Fee for new students	\$ 150
Registration for each additional new student	\$ 75
Returning student registration fee (each)	\$ 50
Annual Supply Fee	\$ 180

All the above fees are non-refundable.

*****A tuition deposit equal to one month's tuition is due at registration.**

2's Program - 9:15 a.m. to 12:15 p.m. Ratio: 1:4

2 Days	\$ 490 per month
Monday/Wednesday	\$ 4410 per school year

3's Program -9:15 a.m. to 1 p.m. Ratio: 1:6

3 Days (Mon/Wed/Thu)	\$ 660 per month
Monday/Wednesday/Thursday	\$ 5940 per school year

4 Days	\$ 740 per month
Monday through Thursday	\$ 6660 per school year

4's Program – 9:15 a.m. to 1 p.m. Ratio: 1:7

4 Days	\$ 755 per month
Monday through Thursday	\$ 6795 per school year

Note: A \$100 discount will be applied to payment made in full at the beginning of the school year for all the programs offered by First Step Preschool.

Additional Programs 2026-2027

TWOS LUNCH BUNCH

Twos Lunch Bunch is an optional add-on for our Twos Program that extends the school day by 45 minutes, with dismissal at 1:00 p.m. Children enjoy lunch together in a warm, social setting while practicing independence and easing the midday transition. An additional fee applies for this extended care option. Please email us at firststep@myhopect.org for information.

EXTENDED DAY PROGRAM

Our Extended Day program is dependent on enrollment. The Extended Day program is available for our Threes & Fours students every afternoon until 3 pm. This program includes quiet time, free play, and outdoor play. This is a wonderful way for children to continue to socialize with other students, in a smaller group, while providing added flexibility to parents and their schedules.

Our Extended Day program may be contracted annually or whenever it suits your schedule. Drop-ins are welcome based on availability and must be made 24 hours in advance. Drop-in charges are billed bi-weekly at a rate of \$36/day.

Please let us know your anticipated need or desire to participate in the Extended Day program.

FRIDAY ENRICHMENT PROGRAM

We are happy to offer a variety of enrichment programs on Fridays called “Fun Friday”. Our Fun Friday program is available to our Threes & Fours students. Students will have the opportunity to explore classes like cooking, sciences, art exploration, and physical movement. Fun Fridays are offered every quarter and meet 9:15 - 1:00 pm. Fun Friday activities are subject to change from session to session in response to student, parent, and teacher interests. Please email us at firststep@myhopect.org for additional information.