

APPLES AND BOOKS

Learning Center

1036 US HWY 202

Branchburg, NJ 08876

908.429.4275

908.429.0841 fax

office@applesbooks.com

www.applesbooks.com



Dear Parent,

We are excited about our upcoming summer camp and expect a fun-filled and SAFE season.

In this packet you will find our calendar of events, a school age schedule for students 5 and up, our 2025 summer tuition rates, an enrollment form, a discipline policy contract for students 5 and up, and a CIT application for students 10-13 years.

To enroll your child:

- Complete the attached forms.
- Submit your enrollment form with a \$100 (\$75 summer only) registration fee and a one month's security deposit to our school office or you can mail it to:

Apples and Books Learning Center
1036 US HWY 202
Branchburg, NJ 08876

- Monthly tuition will be due the first of each month.

Thank you for your participation. Please email office@applesbooks.com with any questions you may have.

Very truly yours,

Vanessa

Vanessa Carey, Center Director

Apples and Books Learning Center, Inc.

www.applesbooks.com

www.facebook.com/applesandbookslearningcenter

(908) 429-4275 office

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ABLC 2025 SUMMER CALENDAR

	<p>6/23 Group Project Welcome to Camp! Make a Sheep Mask</p>	<p>6/24 Messy Art Day! Puffy Paint Chicks</p>	<p>6/25 Start the Garden!</p>	<p>6/26 Land of Make Believe FIELD TRIP Garden - Bugs</p>	<p>6/27 Please tell us your vacation plans! Garden- Peaches</p>
	<p>6/30 Group Project Wear a red, white & blue! Garden - Peaches</p>	<p>7/1 Patriotic Jell-O Garden - Bugs</p>	<p>7/2  Garden - Peaches</p>	<p>7/3 Make Your Flag Garden - Bugs</p>	<p>7/4 CLOSED Happy Independence Day! </p>
	<p>7/7 TUMBLING DEMO Group Project Make a Garden Fairy Garden - Peaches</p>	<p>7/8 Messy Art Day! Outside Water Play Bananas & Bugs Garden - Bugs </p>	<p>7/9 DANCE DEMO Garden - Peaches</p>	<p>7/10 Magic Wand Outside Water Play Apples & Peaches Garden - Bugs</p>	<p>7/11  Garden- Peaches</p>
	<p>7/14 TUMBLING CLASS Group Project Bring a Teddy Bear To camp! Garden - Peaches</p>	<p>7/15 Make Teddy Bear Puppet Garden - Bugs</p>	<p>7/16 DANCE CLASS FIELD TRIP Bugs and up Garden - Peaches</p>	<p>7/17 Garden - Bugs Going on a Bear Hunt </p>	<p>7/18  Garden- Peaches</p>
	<p>7/21 TUMBLING CLASS Group Project Make Animal Mask Garden - Peaches</p>	<p>7/22 Messy Art Day! Outside Water Play Bananas & Bugs Garden - Bugs </p>	<p>7/23 DANCE CLASS Garden - Peaches Make Paper Cup Animals</p>	<p>7/24 1:30 BIBLE Make African Rain Stick Outside Water Play Apples & Peaches Garden - Bugs</p>	<p>7/25  Garden- Peaches</p>
	<p>7/28 TUMBLING CLASS Group Project Mural of Favorite Foods Garden - Peaches </p>	<p>7/29 Messy Art Day! Outside Water Play Bananas & Bugs Garden - Bugs </p>	<p>7/30 DANCE CLASS Garden - Peaches Worm Pudding</p>	<p>7/31 Garden - Bugs Outside Water Play Apples & Peaches Spoon Chefs</p>	<p>8/1  Garden- Peaches</p>
	<p>8/4 TUMBLING CLASS Group Project Make Rainbow Streamers Garden - Peaches</p>	<p>8/5 Water Play Bananas FIELD TRIP Bugs and up Garden - Bugs Sailboat Craft</p>	<p>8/6 DANCE CLASS Garden - Peaches Paper Plate Sea Collage</p>	<p>8/7 1:30 BIBLE Seashell Clay Print Outside Water Play Apples & Peaches Garden - Bugs </p>	<p> Garden- Peaches</p>
	<p>8/11 TUMBLING CLASS Group Project Leaf Rubbing Garden - Peaches</p>	<p>8/12 Outside Water Play Bananas & Bugs Garden - Bugs Press Flowers from Garden</p>	<p>8/13 DANCE CLASS  Garden - Peaches</p>	<p>8/14 1:30 BIBLE Nature Scavenger Hunt Last outside Water Play Apples & Peaches Garden - Bugs </p>	<p>8/15  Garden- Peaches</p>
	<p>8/18 TUMBLING CLASS Group Project Cotton Candy Art Garden - Peaches</p>	<p>8/19 Messy Art Day! Last Water Play Bananas & Bugs Garden - Bugs </p>	<p>8/20 DANCE CLASS Popriete Art Garden - Peaches</p>	<p>8/21 Make Game Booth for fair Garden - Bugs</p>	<p>8/22 FAIR DAY! 9:30-11AM Bananas & up</p>
	<p>8/25 Group Project Make Drums Last Week of Camp Garden - Peaches</p>	<p>8/26 Messy Art Day! Make a Shaker Garden - Bugs</p>	<p>8/27 Wear fun hat!  Camp Parade</p>	<p>8/28  Thanks for a GREAT summer!</p>	<p>8/29  CLOSED Teacher Prep Day</p>



5-10 Year-Old Program Highlights

This is a daily schedule for students 5 & up. Younger students will follow their class schedule. Children in the Bugs classroom will no longer nap.

7:00-9:00	Free Play/Morning Snack
9:00-9:30	Circle Time/Morning Meeting/Bathroom
9:30-11:00	Centers: Art, Music, Science, & Math; Mon, Wed, Fri – Gardening; Thurs – Water Play (10-10:45)
11:00-11:30	Outside Play
11:30-12:00	Lunch/Bathroom
12:00-12:30	Games
12:30-1:30	Outside Play
1:30-2:00	Electronics Time
2:00-3:30	Centers, Garden Journals/Book Journals, Art, Science, Reading (15 min); Fri- Movie Day (2:00-2:30)
3:30-4:00	Storytime
4:00-4:30	Snack/Bathroom
4:30-5:00	Free Play, Outside Play, Games

Morning Meeting: This is our daily morning “kick off” assembly. Children will gather for pledge of allegiance, “My Country ‘Tis of Thee” song, morning blessing/prayer, and our school cheer. This is a great bonding time for everyone.

Outdoor Sports and Activities: The following activities will take place: kick ball, whiffle ball, relay races, croquet, soccer, bean bag toss, horseshoes, and others!

Gardening: Students (Bugs & up) take turns caring for our school garden, watch its growth, and record its growth daily in their science journals.

Summer Reading: Students will spend time reading 15 minutes daily. They will also write about what they have read in their journals and answer simple questions to promote understanding of what they read.

Bible with Mrs. Carey and Mr. Moose and Friends: Mrs. Carey will lead this group discussion with puppets and a sing-along. We will talk about respecting others, being kind, friendships and what the bible says about these topics. There will be a weekly bible verse. Our focus will be God’s LOVE.

Field Trips: Permission slips will be sent out to you later this season. Trip dates and permission slip due dates will be communicated at the start of the summer program. Please have your child wear their camp T-shirt. We will pack snacks and water. Please pack your child’s lunch in a disposable bag on trip days. There is an extra charge to participate in field trips. Children not attending will remain at the school for in-class activities. A minimum number of students must sign up to run any trips.

Meals and Snacks: Children should pack a healthy and nutritious lunch (NUT-FREE) daily along with a reusable water bottle. Be sure to pack your child’s lunch so it stays hot or cold in either a thermos or insulated bag with an ice pack. Heating or refrigerating food is not available. There is also an option to purchase hot meals. ABLC will provide a light morning and afternoon snack. Students may bring additional nut-free, healthy snacks such as yogurt or fruit if they desire additional or a different snack than what is offered.

Water Play: On certain scheduled mornings or afternoons (see camp calendar) each classroom will have outside water play. If your child is scheduled in the morning have them wear their bathing suit. If he or she is scheduled for afternoon water play have them bring their suit. All students should bring a towel and water shoes.

Game Time: Assorted games such as: Knock Hockey, Uno, Connect Four, Monopoly, and digital games will be available for all children. Board and other games from home can be shared with their class. Competitive games such as cup stacking are also available.

Electronics Policy: Students who choose to bring in an electronic device may do so. ABLC is not responsible for a lost, stolen, or broken devices. The following guidelines must be followed: Only games, music, pictures, and movies rated “E” for everyone are permitted (no exceptions). Time of use will be established by the teacher. Students may not walk around with devices in their hands or pockets. If misuse or arguing between students or ABLC staff is a result of an electronic device, the device must be put away for the day (no exceptions). Internet use without teacher supervision is not permitted. Social media is not permitted. Wi-Fi is not available for use at ABLC.

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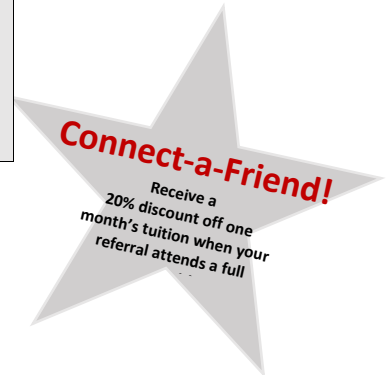
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2025 SUMMER MONTHLY TUITION

Extended Day 7:00 – 6:30	2 Days	3 Days	4 Days	5 Days
0-18 months Infants	\$1,229	\$1,515	\$1,758	\$1,903
18-30 months Bananas	\$1,152	\$1,419	\$1,647	\$1,783
2-3 years Apples (2 by Oct 1 st)	\$1,099	\$1,354	\$1,572	\$1,701
3-4 years Bugs Preschool (3 by Oct 1 st)	\$1,058	\$1,303	\$1,513	\$1,637
4-5 years Peaches Pre-Kindergarten (4 by Oct 1 st)	\$992	\$1,222	\$1,418	\$1,535
School Day 8:30 – 3:00	2 Days	3 Days	4 Days	5 Days
0-18 months Infants	\$1,085	\$1,337	\$1,552	\$1,680
18-30 months Bananas	\$1,017	\$1,253	\$1,454	\$1,574
2-3 years Apples (2 by Oct 1 st)	\$970	\$1,196	\$1,388	\$1,502
3-4 years Bugs Preschool (3 by Oct 1 st)	\$933	\$1,150	\$1,335	\$1,445
4-5 years Peaches Pre-Kindergarten (4 by Oct 1 st)	\$875	\$1,079	\$1,252	\$1,355
School Age Summer Camp Programs	2 Days	3 Days	4 Days	5 Days
CIT Program Monthly Flex hours	N/A	N/A	N/A	\$1,191
5-10 years Monthly 7AM-6:30PM	\$992	\$1,222	\$1,418	\$1,535
5-10 years Weekly 7AM-6:30PM	\$260	\$320	\$372	\$435
5-10 years Monthly 8:30AM-3:00PM	\$875	\$1,079	\$1,252	\$1,355



Per Diem Rate
0-36 months \$97
3 years and up \$87



Fees

Annual Registration	\$100 non-refundable; \$75 Summer only
Late payments	\$30 after the 5th of the month. There will be an additional \$50 after the 15 th of the month, and \$5/day each day thereafter.
Late child pick up (begins at 6:31 PM)	\$15 every 15 minutes – fee to be given to the childcare provider
Change in Schedule	\$50
Returned Check	\$45

- Morning snack served at 9AM. Afternoon snack served at 4PM.
- Cancellation of Enrollment: Security deposit will be refunded when you give 60 days of notice upon cancellation of enrollment. Notice must be given 60 days before your child's scheduled start date. Otherwise, there will be no refund.
- Withdrawal from Apples and Books Learning Center: Security deposit will be refunded when you give 30 days of notice of your child's last day. Notice must be given 30 days before your child's last day. Otherwise, there will be no refund. Security deposit refund will be applied to your child's last month of tuition.
- Payment is due the first of every month. Late fees applied after the 5th and 15th day of the month.
- There will be a 10% price reduction for the 2nd child in the family. Reduction applied to lower monthly tuition.
- Enrollment is for an entire school year (September through August), including summers and holidays.
- No credit will be given for illness, holidays, vacation, or absence.
- Summer Camp enrollment only: A \$500 deposit will be collected to secure a spot. This deposit will be deducted from August's tuition. Cancellations after May 1st will incur a \$250 cancellation fee.

2025 SUMMER ENROLLMENT FORM

Today's Date _____ Child's Start Date _____

Child's Name _____ Male ___ Female ___ DOB _____

Is your child fully potty trained? Y/N This means your child verbally can tell the teacher when they need to use the toilet for urine and a bowel movement. This child does not have regular accidents and is able to use the toilet independently. No pull-ups or diapers at any time.

List any allergies _____ Does your child require the use of an EPIPEN or Inhaler? Explain _____

List any food restrictions _____ Is your child vegetarian? Explain _____

Does your child have an IEP or IFSP? Y/N If yes, please provide a copy with your enrollment form.

Parent 1/Guardian Name _____ Primary contact person? Y/N Preferred contact method: _____

Parent 1/Guardian Cell _____ Work _____ Email _____ Employer Name & Address _____

Parent 1/Guardian Home Address _____ Does student live with you? Y/N

Parent 2/Guardian Name _____ Primary contact person? Y/N Preferred contact method: _____

Parent 2/Guardian Cell _____ Work _____ Email _____ Employer Name & Address _____

Parent 2/Guardian Home Address _____ Does student live with you? Y/N

Would you like a home visit? Y/N If yes, please tell us a good time to visit _____

- | | | |
|--|--|------------------------------------|
| <input type="checkbox"/> 0-18 months Infants | ___ 2, ___ 3, ___ 4, or ___ 5 days | Days your child will attend: _____ |
| <input type="checkbox"/> 18 -30 months non-potty trained | ___ 2, ___ 3, ___ 4, or ___ 5 days | |
| <input type="checkbox"/> 2-3 years non-potty trained | ___ 2, ___ 3, ___ 4, or ___ 5 days | Approximate drop off time: _____ |
| <input type="checkbox"/> 3-5 years Fully potty trained | ___ 2, ___ 3, ___ 4, or ___ 5 days. | |
| <input type="checkbox"/> Before School | ___ 2, ___ 3, ___ 4, or ___ 5 days. | Approximate pick-up time: _____ |
| <input type="checkbox"/> After School | ___ 2, ___ 3, ___ 4, or ___ 5 days. | |
| <input type="checkbox"/> School t-shirt \$20.00 | ___ XS 2-4, ___ S 6-8, ___ M 10-12, ___ L 14-16. | |

Cancellation of Enrollment: I understand my security deposit will be refunded when I give 60 days of notice upon cancellation of enrollment. Notice must be given 60 days before my child's scheduled start date. Otherwise, there will be no refund.

Withdrawal from Apples and Books Learning Center: I understand my security deposit will be refunded when I give 30 days of notice of my child's last day. Notice must be given 30 days before my child's last day. Otherwise, there will be no refund.

Security Deposits: Security deposits are equal to one-month's tuition for student's enrolled year round. Summer camp only requires a \$500 deposit. Summer deposit will be deducted from August's tuition. Cancellations after May 1st will incur a \$250 cancellation fee.

Refunds: I Understand my security deposit will be applied to my child's last month of tuition. No credit will be given for absence, illness, holidays, vacation, or emergency closings. Registration is accepted on a first come, first serve basis.

I understand ABLC's policies.

Please sign here: _____

Thank you for choosing Apples and Books Learning Center ☺

Annual Reg. Fee: **\$100** (non-refundable) (\$75 for summer only)

Security Deposit: _____

School T-Shirt _____

K-Prep Curr. fee _____

Other _____

Total Paid: _____ Check Number _____ or Zelle _____

Balance Due: _____ Balance Paid _____ Check Number _____ or Zelle _____

APPLES AND BOOKS LEARNING CENTER
2025-2026 Important Information Sheet

Child's Name: _____ DOB: _____ Age: _____ Weight: _____ Grade Fall _____

Allergies, Medical Conditions or Dietary Restrictions _____

Name & purpose of medication taken _____

Parent/Guardian 1: Name _____ Work _____ Cell _____ Home _____

Parent/Guardian 2: Name _____ Work _____ Cell _____ Home _____

Email 1: _____ Email 2: _____

Emergency Medical Release: In the event a medical emergency occurs, I authorize Apples and Books Learning Center to seek emergency medical care for my child as deemed necessary by the Director.

Information to Parents Statement: I have read and received the Information to Parent's statement.

Discipline Policy: There shall be no hitting, corporal punishment, abusive language, ridicule or harsh, humiliating, or frightening treatment, or any other kind of child abuse or neglect. Our methods of guidance and support shall be positive and consistent with the developmental needs of each child. Children shall not be isolated without adult supervision. Discipline will be consistent. Discipline shall not be associated with behavior of children, regarding rest, toileting or food. When a child is not cooperating in the group, we will call attention to children who are good listeners and are cooperating (positive reinforcement). If the child continues to be uncooperative, the co-teacher will sit with the child in the group. If the negative behavior persists, the child will be removed from the group and placed elsewhere within the classroom. Parents will be informed if negative behavior persists.

Expulsion Policy: I have received a copy of the center's policy on the expulsion of children from enrollment. This policy is found in the ABLC Parent Handbook.

Written Parent Statement: My child is in good health and can participate in the normal activities of the program.

Social Media Policy: No photographs taken within the preschool setting or at preschool special events and outings with the children, are to be posted for public viewing, except those of your own child. Parents are advised that they do not have a right to photograph anyone else's child or to upload photos of anyone else's children. (This excludes those photographs taken by staff for use on the Apples and Books Learning Center's website and in other advertising material if parental permission is given). No public discussions are to be held or comments made on social media sites regarding the preschool children, staff, or preschool business (except appropriate use for marketing fund raising events) or that could be construed to have any impact on the school's reputation or that would offend any member of staff or parent associated with the school.

Deposits/Refunds/Payments: Morning and afternoon snacks are included in the tuition and are served at 9AM and 4PM, respectively. **Cancellation of Enrollment:** A one-month security deposit is required to hold a spot for your child. Security deposits will be refunded when you give 60 days of notice upon cancellation of enrollment. Written notice must be given 60 days before your child's start date. Otherwise, there will be no refund. **Withdrawal from Center:** Security deposit will be refunded when you give 30 days of notice of your child's last day. Written notice must be given 30 days before your child's last day. Otherwise, there will be no refund. Security deposit refund will be applied to your child's last month of tuition. **Summer camp program** requires a \$500 deposit and registration fee. Prior to May 1st, cancellations will incur a \$250 administrative fee. After May 1st, absolutely no refunds will be given. **Payment** is due the first of every month. Late fees applied after the 5th and 15th day of the month. There will be a 10% price reduction for the 2nd child in the family. Reduction applied to lower monthly tuition. Enrollment is for an entire school year (September through August), including summers and holidays. No credit will be given for absence, illness, holidays, vacation, or emergency closings. Registration is accepted on a first come, first serve basis.

Person(s) other than parent that can be contacted in case of illness or emergency:

Name _____ Phone _____ Relationship _____

Address _____

Doctor's Name, Address & Telephone _____

Health Ins. Co. _____ Policy# _____ Dentist's Name & Telephone _____

Note: All medication sent to ABLC must in the original and/or prescribed packaging, given to the director, and labeled clearly with Doctor's instructions. A medication release must also be completed. Please have your child's doctor fax us a copy of your child's immunization records. All children must have medical records.

I authorize Apples and Books Learning Center staff to apply sunscreen to my child's exposed skin on an as needed basis.

I have read and understand all the policies set forth by Apples and Books Learning Center in the Parent's Handbook. I hereby allow my child to participate in all aspects of the summer program including field trips. I consent that photographs taken of my child are the property of Apples and Books Learning Center and may be reproduced as Apples and Books Learning Center desires, free of any claim on my part.

Parent/Guardian Signature

Date

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DISCIPLINE POLICY CONTRACT FOR CAMPERS

FOR CHILDREN 5 YEARS OLD AND UP

Apples and Books Learning Center (ABLC) Summer Camp Program strives to create an environment in which children are encouraged to develop an appreciation of their own rights and the rights of others. Each camper is helped to understand the impact of behavior as it might affect others. The campers are encouraged to express their opinions and feelings appropriately. They will also be encouraged to use constructive means to settle disagreements or problems.

Children need to know the rules if we expect them to abide by them. At the beginning of the camp season, the campers, together with the staff, will review the rules. As a result, the campers will know what is expected of them and will understand what appropriate behavior for themselves is and for others, resulting in a safe camp program.

Campers have a responsibility to exhibit self-control on school property and field trips. This can be accomplished if all campers:

- Stay with assigned counselor unless asked otherwise**
- Remain within the area assigned for a specific activity**
- Maintain and respect ABLC property and the property of others**
- Speak to and treat counselors, personnel, and other campers with respect**
- Refrain from using inappropriate or foul language/gestures**
- Avoid placing themselves and others in danger or physical harm**
- Refrain from deliberate or intentional hitting, touching, and bullying**
- Refrain from the use of the internet without teacher approval and supervision**
- Refrain from bringing in any inappropriate or unapproved material**
- Follow ABLC policies**

Campers who choose not to accept these responsibilities are subject to disciplinary action, which includes:

- Verbal warning**
- Time-out from activity**
- Written incident report and parent notification**
- Conference between camper, counselor, site leader and parent**
- Suspension of 1-2 days, depending on severity of incident**
- Expulsion from program**

Consequences will vary according to the frequency, severity, and nature of the incident. No refund will be issued if a camper is dismissed.

ABLC SUMMER CAMP PROGRAM

I have read the above Discipline Policy with my child _____.

We agree that following rules will make this summer a positive and safe experience.

Parent/Guardian Signature _____ Date _____

Camper's Signature _____ Date _____

CIT APPLICATION

The Counselor in Training (CIT) program is for children 10-13 years old. Those enrolled will gain leadership and team building skills by learning to work with youth in hands-on group projects. We have limited CIT positions available. Those who want to take part in this program must apply and go through an interview process.

- Please write neat. Keep paper clean. You may answer the questions on a separate sheet of paper if you would like.
- We are looking for information that shows you are a leader and have the desire to work with youth (ages 2 to 7).
- If you are accepted into this program you are expected to be a positive, interactive role model for the youth.
- Interviews are scheduled based on quality of your application and when the application is received. Come dressed appropriately.

Name _____ Age _____ Current Grade _____ School _____

Address _____ Town _____ Phone _____ Email _____

- I am a returning CIT.
- I am a first-time applicant.

1. Do you want to be a CIT? Why?

2. What do you think makes a good CIT?

3. What do people say is your best quality?

4. What do you want to get better at doing?

5. Will being a CIT help you? How?

6. Do you think you will be a good CIT? Why?

7. What clubs, groups, organizations, jobs, sports, or activities have participated in?

8. What is your best summer camp memory?

9. What is your worst summer camp memory?

10. Tell us anything else that you want us to know.

I have answered the above questions honestly and to the best of my ability.

Please sign here: _____ Date: _____