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What is NCE Early Childcare Program?



The NCE Early Childcare Program (The Little Rockets) is a play-based, early childhood development center for Infants, Toddlers and older children, located in The Needham Congregational Church, which serves the families of Needham Public Schools faculty and staff. If space allows the program also opens enrollment to the families of the Town of Needham Employees as well as residents of Needham.

What will my child gain?



Your child will be exposed to a rich environment filled with language arts, dramatic play, science, math concepts, social studies, art and music. All of these learning experiences will also be great opportunities to socialize and grow. There will be a mix of emergent, teacher-directed and child-directed activities to meet the individual needs of each child.

Who are the staff?



We hire teachers and assistant teachers that meet the Department of Early Education and Care qualifications. We employ caring, creative individuals who love working with children and foster a sense of wonder through developmentally appropriate curriculum and play-based learning environments. Please see visit the **Meet Our Staff** tab on our homepage.

What does the daily schedule look like?



Each day is a mix of organized activities, free play opportunities, small and large group options, as well as, individual playtime. There is a mix of gross motor and fine motor activities, quiet moments and rambunctious celebrations both in the classroom and outdoors.

Of course feeding, napping and diapering/personal care to follow the child's schedule are part of each day as well.

What are the hours of the center?



The NCE ECP center is open from 7:00am-4:00pm Monday through Friday. We operate on the district's school schedule thus, we open in late August and run through the last day of the school year in June, and are closed for school holidays, vacations and for summer break.

What ages do you accept?



We serve Infants (3 months - 15 months), Toddlers (15 months - 33 months) and older children 34 months to those not yet eligible for Kindergarten.

Can I sign up for part time?



Yes. Although priority is given to full time enrollments, the option to attend 2, 3 or 4 full days is also available.

How can I register my child?



Fill out the Application Form and submit it along with your \$100.00 Application Fee to:
NCE Early Childcare Program, Attn. Christa Kelleher

1330 Highland Ave.

Needham, MA 02492

Is the Application Fee refundable?



If the Director is able to guarantee you a space then the Application Fee is applied to your Enrollment Deposit. If the Director cannot offer a space then the Application Fee will be refunded in full.

Is my deposit applied to my tuition?



Yes. Once your space has been guaranteed, a \$500.00 non-refundable deposit (\$100 Application Fee + additional deposit of \$400.00) is due within 14 days to hold your space. This deposit will be applied to your first term tuition.

What are the tuition rates?



Our competitive tuition rates are based on program costs that fund this nonprofit childcare center. Please contact the Director at christa_kelleher@needham.k12.ma.us for current rates.

How can I pay my tuition?




There are a few payment options:

All tuition is due in advance. An initial payment is due by June 15th that will cover the

first term, less your deposit. This payment can be made online or by check.


For the remaining tuition due you may choose between:

1. Automatic Payroll Deduction: NPS Employees have the option of 20 equal payments beginning with the first pay-period in September and continuing for 19 additional payments through May.
2. Personal check or online – tuition is due, in advance, quarterly.
3. Installment Plan by check or online – advanced quarterly tuition can be broken up into monthly installments that satisfy the full quarterly amount, by the due date of that quarter.


 **Do I have to pay for holidays, vacations or summers?**

No, if you are enrolled full time. The operating schedule is based on the district calendar so you will not be charged for days that school was not scheduled on the district calendar.


If you are enrolled part-time, holidays that fall on your scheduled day will be billed but you will not be charged for any vacations or summers.

 **Do I have to pay for snow days?**


You will not be refunded for a snow day, or other day that the Needham Public Schools close unexpectedly, under normal circumstances, but you will not be charged for the corresponding make-up day later in the year.

 **Do I have to pay for days that my child is sick?**

Yes, we are basing our staffing ratios on your child's schedule so you will be billed for absences. If there is an extended medical leave please reach out to the director to see if alternate arrangements can be made.


 **If my child attends this year does he/she have a space for next year?**

First priority is given to returning District families. New District families will then be considered before space is made available to returning or new community families. Once community spaces are available, returning community families have priority over new community families.


 **How will you decide who gets a slot?**

We assign spaces within the parameters of the District priorities mentioned above (If my child attends this year does he/she have a space for next year?). If after fulfilling

these priorities, we have more applications than the remaining availability we will fill those spaces focusing on the order in which we received the applications and implementing a lottery system if need be.

 **Are most families returning?**


Yes. We are excited to welcome back The Little Rockets of many of your colleagues. We are thrilled to have faculty from Needham High School, Sunita Williams, Pollard, Eliot, Broadmeadow, The Needham Preschool and High Rock to name a few, as part of our ECP family. Becca Sparrell, the Director of the Needham Preschool has also re-enrolled her son for next year. All together we are ready to blast off in Needham's newest educational adventure ... The NCE Early Childcare Program!

 **Do you provide parent references?**

Yes. Contact the Director for names and contact information for references.

 **Can I visit the center before I make my decision?**

Yes. We welcome visitors by appointment. Please contact our Registrar, Jill Ash, to make an appointment. jill-ash@needham.k12.ma.us, 781-455-0400.

 **Can I get more information?**

Yes! Please check out the rest of our webpage. We are also happy to share program materials and our center's philosophies. For additional information please email the Director at christa_kelleher@needham.k12.ma.us for more information.