



Dear Parents,

Thank you for your interest in the Los Altos Tiny Tots Preschool-Age program – a Los Altos treasure for many generations.

Terrific 3's and Kinder Prep (3 or 5 Day) programs will both be located at the San Antonio Club (647 N San Antonio Rd, Los Altos, CA 94022) during the 2020-2021 year as the Hillview Community Center is under construction. As we await our new facility, the Terrific 3's program will remain a two-day program and we will again offer a 3 (MWF mornings) or 5 day (MWF mornings *plus* TTH afternoons) Kinder Prep Program for our four and five-year old's. The TTH Kinder Prep 5 Day afternoon classes will include additional field trips, Spanish, and Math during the learning circle.

Both of our Lead Teachers will be returning. Sara Callahan will lead the Kinder Prep program, and Rachel Hardisty will continue to lead the Terrific 3's.

The schedule will be as follows for the Tiny Tots Preschool Age Program:

Terrific 3s: T/Th 9:00am-11:30am (562208-04)  
Kinder Prep (3 days): M/W/F 8:45am-11:45am *optional: Lunch and Play 11:45am-2pm\** (562208-05)  
Kinder Prep (5 days): (562208-06)  
M/W/F 8:45am-11:45am *optional: Lunch and Play 11:45am-2pm\** and T/TH 12:30pm – 3:30pm  
(\*No LAP will be held on T/TH, on field trip days, party days, last Friday of the month and six scheduled staff in-service days.)

**Reminder:**

**Terrific 3s: Your child must be three years of age by September 1st, 2020 and potty trained.**

**Kinder Prep (3 & 5 Day): Your child must be four years of age by September 1st, 2020 and potty trained.**

**Registration:**

- To register, the enclosed deposit form must be completed, signed and returned with a non-refundable \$200.00 deposit. The deposit goes towards tuition.
- Acceptable forms of payment: Cash, Checks (made payable to the City of Los Altos) and Credit Card (Visa, MasterCard, American Express or Discover).
- Please fill out a form for each child enrolling.

There are 4 ways to turn in your deposit form:

1. Drop Off: to Recreation Office at 400 University Avenue, Los Altos, Attention Candace Avina
2. Email a completed deposit form to [cavina@losaltosca.gov](mailto:cavina@losaltosca.gov)
3. Fax, (650) 947-2738, Attention Candace Avina
4. Mail to Los Altos Recreation and Community Services at One North San Antonio Road, Los Altos, CA 94022. Attention Candace Avina

**Deposit:**

The \$200 deposit, per child, is to secure your child's spot for the 2020-2021 school year. The \$200 tuition deposit is NON-refundable and NON-transferable should you decide on another option for your child. The \$200 deposit does go towards your tuition.

**Processing Deposit Forms:**

Deposit Forms will be processed as they are received with priority given to current Tiny Tots families (starting **January 9**), alumni (starting **January 30**), Los Altos residents (starting **February 6**, recreation office closed Friday, February 7) then the public (starting **February 11**). All parents will be notified of acceptance by **March 9, 2020**. If we are unable to place your child in the class that you desire, we will return your deposit and keep your child on the waitlist.

If you have any questions please do not hesitate to contact me (650) 947-2890 or call the main office at (650) 947-2790, Monday through Friday (alternating Friday's see attached calendar), between 8:00am and 5:00pm.

Candace Avina, Recreation Coordinator