

**Welcome to My School Co-operative Nursery School**

We are pleased to introduce you and your child to My School. Come join us for a morning, check out our space, meet the teachers and ask any questions you may have. Please call or email us to let us know when you are coming so we can accommodate your visit.

**Summary**

My School is a full co-operative, governed and funded by the parents of attending children. The purpose of the school is to provide a supportive and nurturing environment for pre-kindergarten boys and girls. Our teachers are AK Bito (supervisor / both programs), Susan Anthony (2-day program) and Pauline McAuley (3-day program), who are all R.E.C.E. qualified and have extensive experience in a pre-school setting. There is a maximum of 16 children in each class.

We play outdoors for half an hour each morning in the playground. The rest of our morning is spent experimenting with art and crafts, getting involved in group play, having a snack, and enjoying song and story time!

Children are required to be 2 ½ years old by September.

Children are not required to be toilet trained.

Further information can be found on our website: myschoolcooperative.org

**Hours & Location**

We offer two programs, each running from 9:05 a.m. to 11:30 a.m.

**Two Day Program** meets on Tuesdays and Thursdays.

**Three Day Program** meets on Mondays, Wednesdays and Fridays.

We are located in St. Vincent de Paul School, 116 Fermanagh Avenue, in the north building facing Westminster Avenue. Enter via the double doors, we are in the basement.

**Cost**

The following is a list of the current school fees, subject to change. All cheques are to be made payable to “My School Co-operative Nursery Inc.”

**Tuition Fees**

Two Day - $175.00 per month

Three Day - $250.00 per month

Payment of tuition fees is required as follows**:**

* The first and last months’ fees are to be paid together in one cheque, dated for June 1st and submitted at the June Meeting. The cheque will be cashed shortly thereafter. These fees are non-refundable.
* Postdated cheques for all other months are to be dated the first of each month and submitted at the September Meeting.

**Application Fees**

**Membership Fee**

$125.00. annually

* This is an annual registration fee. It is non-refundable and must be submitted with your application. It will not be cashed until you have been accepted into the school.

**Toronto Police Vulnerable Sector Check Fee (see below)**

* $25.00 for each person participating in duty days.

**Toronto Police Vulnerable Sector Check (VSC)**

Under the Child Care and Early Years Act, each person working directly with young children is required to undertake a police reference check. In compliance with this requirement, My School submits the appropriate form to the Metro Toronto Police on your behalf.

Forms are sent collectively in early June by My School and will be returned to your address following certification. Please bring this certified form to the September General Meeting, they will be kept on file at the School. Any questions with regards to the VSC please speak to the supervisor.

**Co-operative Responsibilities**

Due to the co-operative nature of our nursery school, each family is required to fulfill certain duties inside and outside the classroom. The parents, teachers, and children all benefit from having the hands-on help from each family and we hope your will find this experience enriching and enjoyable!

The co-operative duties are as follows:

* A parent/caregiver from each family will be required to spend one to two mornings per month in My School as a ‘duty person’. The duty person’s job is to facilitate the teacher’s programming and to play with the children.
* Each family is also required to be actively involved in a) one of the school’s following three committees - Membership, Programming, or Fundraising/Social, b) volunteer for a position on the Board of Directors c) volunteer for a position
* Each family is required to help with regular maintenance and cleaning in the nursery school by participating in one clean up evening per year.

**Application Information**

**January 2017:**

* Applications forms are available online or upon request.
* Please note that present and past members have priority status up until January 30, 2017
* Applications accepted on a first come first served basis. The $75.00 registration fee and $25.00 fee for the Toronto Police Vulnerable Sector Check is due at this time.
* Applications will be reviewed and confirmed as complete.
* All families will be contacted to inform them of their application status.
* Successful applicants will have their non-refundable Registration Fee cheques cashed.

**Mid-May:**

* A Welcome Letter will be e-mailed to the upcoming membership with information, including the date of the June Annual General Meeting.

**Early June AGM**:

* At this meeting, membership duties will be explained and members will have the opportunity to volunteers for specific positions. Please check for information on the Volunteer Positions sheet.