



# WSS GSRP Application Form

Children must be 4 years old by December 1st of the current school year.  
This class provides USDA approved (or better) two snacks and lunch.



Child's Full Name \_\_\_\_\_ Boy or Girl Child's Date of Birth \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State MI Zip Code \_\_\_\_\_

School District that child lives in: \_\_\_\_\_ Who does the child live with? \_\_\_\_\_

Father's Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Mother's Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Total Number of Family Members \_\_\_\_\_ Annual Gross Household Income \_\_\_\_\_

Allergies \_\_\_\_\_ Medical Conditions \_\_\_\_\_

Any concerns we should know about? \_\_\_\_\_

Comments: \_\_\_\_\_

Please INITIAL THE FOLLOWING:

\_\_\_\_\_ **TOPICAL APPLICATIONS** I give Winter Sun Schoolhouse permission to apply topical non-prescription medications such as sunscreen, triple antibiotic, insect repellent, and diaper rash ointment, etc. as needed for my child (name above). If my child needs a special product, I will provide that for application.

\_\_\_\_\_ **STUDY TRIPS** My child has permission to attend routine study trips with Winter Sun Schoolhouse.

## \_\_\_\_\_ **IMPORTANT POLICIES & GSRP FAMILY HANDBOOK**

I have read and agree to the terms of the WSS Important Policies (see back page).

I **GIVE** or **DO NOT GIVE** (circle one) Winter Sun Schoolhouse permission to use photos of my child (name above).

## **ENRICHMENT CARE**

School takes place Mon-Thur from 8:30-3:30 pm, however, we will offer Enrichment Care from 7am - 8:30am and 3:30pm - 5pm and 7am - 5pm on Fridays. We will staff enrichment care based on the enrollment option you choose below, therefore tuition for enrichment care is due at the beginning of each month regardless of usage that month. Refunds will not be issued for unused time. Enrichment care options are for Mon-Thur with the choice to add Fridays (see below).

Enrichment Care Options (check all that apply):

- ☐ M-Th: AM ONLY or PM ONLY (circle one) = \$121/month (based on 34 weeks)
- ☐ M-Th: AM AND PM = \$242/month (based on 34 weeks)
- ☐ FRIDAY CARE = \$235/month (based on 33 Fridays)
- ☐ SNOW DAY CARE = \$64/daily rate as needed (billed separately each month)

Please Indicate your child's schedule (days/times): \_\_\_\_\_

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**Non-Discrimination Policy: No person shall; on the basis of race, color, national origin, gender, or disability, be excluded from participation in, be denied benefits of, or be subjected to discrimination during any program or activity or in employment.**

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## IMPORTANT WSS POLICIES for ENRICHMENT CARE PROGRAM

- **2026-2027 Hours of Operation** will be M-F from 7 a.m. to 5 p.m. GSRP school day runs M-Th from 8:30 a.m.-3:30 p.m.
- **Monthly Tuition:** Tuition rates are determined by multiplying the hourly rate by the ACTUAL number of days/hours your child is scheduled to be at school. You are NOT being charged for days that Winter Sun is scheduled to be closed. In order to properly staff our days, it is important that families choose a plan.
- **Tuition Due Date:** Tuition is due on the 1st of the month and is paid through an app called Brightwheel. This reserves your child's space for that month.
- **Late Pick-Up:** Your child's teachers likely have responsibilities that are important to them after they leave their life at Winter Sun. A late fee of \$10.00 per minute will be charged for every minute you pick your child up after 5 pm. This fee will be paid directly to the teacher
- **Add a Day:** The cost to add a day for any program is unique to that particular classroom. Please contact your director for more information.
- **Absences & School Closings:** When you enroll in a program, you are reserving that space for your child. We staff our days according to the agreements we have with you.
- **IMPORTANT! When your child is absent, our teachers are not, therefore, make-up days are NOT offered for sick/vacation days. Also, please note that you are NOT being charged tuition for days that Winter Sun is scheduled to be closed. Make-up days are not offered for these days.**
- **Snow Days:** GSRP classrooms are closed on snow days, however Enrichment Care is available at Henry Street and Whitehall Road. The Ruddiman campus will be closed.  
If Reeths-Puffer calls a snow day, the Whitehall Road campus will have a 2-hour delay. If Mona Shores calls a snow day then Henry campus will call a 2-hour delay. In this event, we will open at 9 am. The reason for this is so that all our teachers can safely arrive at work.
- **Enrollment Documents:** The following documents will be required before your child can attend school: Application, Health Appraisal signed by a physician, Immunization Record and Child Information Record.
- **Change of Contracted Schedule:** We understand that life changes and will do our best to accommodate any schedule changes you need, based upon the availability of space.