



BRILLIANCE
PRESCHOOL & ACADEMY
For The Development of the Intellect

PARENT HANDBOOK

Vision Statement:

Brilliance Academy is a change leader in the new millennium providing opportunity for intrinsically motivated employees and active parents to develop intellectual skill in children that will help them succeed in a competitive and global society.

Mission Statement:

The mission of Brilliance Academy is to develop every child in the areas of communication, creativity, critical thinking, character, and confidence so that there is a formation of intellect and skill that will maximize their potential in our global and meritocratic society.

Philosophy

Communication

"Expression is an art that needs cultivation!"

Communication involves effectiveness in the areas of reading, listening, comprehending, and speaking. Our strategy in developing communication skills starts with teaching children to read and write. Emphasis is placed on developing their vocabulary, comprehension and enhancing their listening skills through directional games and stories. Their memory is strengthened through associative techniques, and speech is improved through opportunities to present their thoughts in settings that are comfortable and encouraging.

Creativity

Creativity is directly related to motivation. Motivation comes from interest, pleasure, challenge, and satisfaction without pressure.

Children's creativity is enhanced when they are active learners. Brilliance uses experiential learning techniques to develop every child's interest. Teachers provide guidance along with the opportunity to discover, explore, and experience. Brilliance has monthly themes based on science to provide real world experiences through which children can exercise and enhance their imagination. Performance opportunities are organized each year for children to demonstrate their skill.

Critical Thinking

"A mind once expanded never regains its original state!"

Brilliance gives children the opportunity to expand their minds through math, language, and science. Children participate in hands on activities that expose them to different perspectives while teachers encourage the children to hypothesize, experiment, observe, analyze, and draw conclusions.

Character and Confidence

Brilliance places special emphasis on fostering integrity, self-esteem, and confidence within a structured environment. Teachers concentrate on developing skills that help children function as members and leaders within a team, these experiences internalizes appropriate behavior in children and makes it natural for them to behave in a similar manner throughout their lives.

Our teachers are trained in the above philosophy through mandatory staff development. Fundamental training that leads 10 certification in principals of childcare is provided to every teacher. Accelerated A Beka curriculum is used to develop advanced skills in language and math and every child is developed at their own pace. Brilliance Academy is a nonreligious school that is focused on developing academic skills and promoting common human values.

HOURS OF OPERATION AND TUITION



<u>Age:</u>	18 months through Private 4 th Grade
<u>School Year:</u>	August to May
<u>Summer Day Camp:</u>	June, July and several weeks in August
<u>Operation Hours:</u>	7:00 a.m. to 6:00 p.m.
<u>Curriculum Hours:</u>	9:00 a.m. to 3:45 p.m. Monday through Friday.
<u>Uniforms:</u>	Mandatory for Pre K 3 - 4 th Grade & optional for Toddler 18 months - 2 years Parker uniforms or Brilliance Academy (patches). Girls - white, gray shirts; plaid bottoms Boys - white, gray shirts; navy bottoms Black or navy shoes
<u>School Colors:</u>	Green and Blue
<u>Extended Care:</u>	Before School Care: 7:00 a.m. to 9:00 a.m. After School Care: 4:00 p.m. to 6:00 p.m.
<u>Meals:</u>	Two light snacks and lunch are offered during curriculum hours.

TUITION, EXTENDED FEES, HOLIDAYS

Annual Registration (non refundable): \$175.00

Books: For ages 3 and up, 2 workbooks in math and language are required for the year. The cost for each book is \$25. For the Toddler class, 2 workbooks are required for the year and the cost is \$25.00.

Annual tuition is broken down into 10 month payments (Aug-May)

Program Type Full Days:	Annual Tuition	Monthly Rate	Extended Care (a.m.) Monthly	Extended Care (p.m.) Monthly	Extended Care a.m. & p.m. Monthly
Five Days	\$5250.00	\$525.00	\$35.00	\$35.00	\$70.00
Three Days	\$4100.00	\$410.00	\$30.00	\$30.00	\$60.00
Two Days	\$3650.00	\$365.00	\$25.00	\$25.00	\$50.00
Half days 5 9 am - 12 noon (other options available)	\$4000.00	\$400.00	\$35.00	\$35.00	\$70.00

Extended care closes at 6:00 p.m. Emergency care is provided for the children after 6:00 p.m. at a \$1.00 per minute up to \$30.00 for each hour. Emergency contacts must be provided on the enrollment form.

PAYMENT POLICIES:

- Tuition is due on the first of each month.
- A \$30.00 late fee is incurred on the 4th of the month.
- A \$50.00 late fee is incurred on the 10th of the month.
- An additional \$5.00 late fee is incurred each day after the 10th
- A child may not attend school if tuition is still outstanding on the 20th
- The child will be readmitted when all accounts are cleared.
- A 10% discount on tuition is available for siblings.
- Registration fees are due at the time of enrollment.
- Workbook fees are due before order is placed.
- A \$35.00 fee for returned checks will be charged.
- After 6:00 p.m., the emergency charge is \$1.00 per minute up to \$30.00 per hour, paid directly to the person supervising your child.
- Prorated tuition is not available during the school year August - May.
- Enrollment for following school year begins in January of each year.

CLASS RATIOS:

Brilliance Academy follows the quality standard set by NAEYC (National Association for the Education of Young Children). Teacher to student ratios for every class are much lower than recommended under the State's minimum standards.

HOLIDAYS:

Brilliance Academy follows the Carrollton/Farmers Branch ISD school closing dates for Spring Break. Brilliance will also be closed for public holidays, staff development, December holidays, Thanksgiving, and possibly bad weather. Please check the Brilliance Events and Theme calendar for specific dates. In the event of inclement weather, Brilliance Academy follows the Carrollton/Farmers Branch School District for decisions on closing. For possible delays during bad weather, please check www.cancellations.com or call the school after 5:30 a.m. to check for a delayed opening. All announcements are posted by 5:30 a.m.

BRILLIANCE PARENT ASSOCIATION (BPA)

Brilliance Academy has a Parent Association that meets regularly to plan events and parent education seminars. Parents are encouraged to participate actively in this association.

BRILLIANCE PRESCHOOL AND ACADEMY'S STATEMENT OR NON-DISCRIMINATORY POLICY:

Brilliance Preschool and Academy admits students of any race, color, national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national or ethnic origin in administration of its educational policies, scholarship and loan programs, and athletic and other school-administered programs.

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