

# Prime Time Preschool

## GENERAL INFORMATION

Address: 13980 Schavey Rd DeWitt, MI 48820

Phone: 517-669-7612

Website: [primetimepreschool.org](http://primetimepreschool.org)

Contact Email: [primetimepreschooldewitt@gmail.com](mailto:primetimepreschooldewitt@gmail.com)

Directors: Marin Whitten & Desha Bambenek

## PHILOSOPHY/GENERAL PURPOSE

Mission Statement/Philosophy:

Prime Time Preschool will provide your child with a positive first school experience - the first step. Our program is geared toward helping children develop the ability to observe, question, and listen. It gives them an awareness of their own feelings and their right to express those feelings in an appropriate manner. Prime Time encourages positive self-esteem through independent decision making. They learn that they are free to make choices, as long as they stay within the limits of consideration for people and things. An individualized program like ours prepares the children to utilize their intellectual and creative abilities in future learning tasks.

Type of Program:

Play-Based Curriculum

Tuition-Based Program

## CLASSROOM INFORMATION

Average Class Size: 20 Children

Child/Teacher Ratio: 3 or 4 teachers per 20 children

Licensed Capacity: 80 Children

Diet/Allergy:

Prime Time is committed to providing nutritious snacks with milk and water for all of our classes. We will not use artificial juices, or excessively sugar sweetened foods. **NO PEANUTS or TREE NUTS or products produced on a peanut line will be served.** If your child has any known allergies we ask parents to make us aware of them.

Schedule/Days of the Week /Hours:

**Tuesday & Thursday Class (3 yrs old by Sept. 1, 2025): 9:00 am - 11:30 am**

**Monday, Wednesday & Friday Class (4 yrs old by Jan. 1, 2026): 8:45 am -11:45 am**

**Monday, Tuesday, Wednesday & Thursday Class (4 yrs old by Sept. 1, 2025): 12:45 pm – 3:45 pm**

Toilet Training Policy: Required

Security: Our doors are locked after the children have entered the building. We regularly consult with local law enforcement to ensure up-to-date building security and classroom safety.

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Degree Requirement for Director, Teachers and Aides:

Directors & Head Teachers: Bachelor's Degree in Child Development, Early Childhood Education (CDA), Elementary Education or related field.

Assistant Teachers: High School Diploma and additional training or education in child development or a related field is preferred.

## REGISTRATION/TUITION PROCEDURES AND DEADLINES

### Enrollment – ONLINE for the 2025-26 school year

#### Age Requirements

T/TH a.m.: children must be 3 years by September 1, 2025

M/W/F a.m.: children must be 4 years old by January 1, 2026

M/T/W/Th p.m.: children must be 4 years old by September 1, 2025

As required by our Michigan state license, all children must be toilet trained before attending Prime Time. A \$125 enrollment fee is required when class placement is confirmed.

#### Tuition Cost for 2025-2026

T/TH a.m.: \$1,260 total, or 9 equal installments of \$140

M/W/F a.m.: \$1,980 total, or 9 equal installments of \$220

M/T/W/Th p.m.: \$2,475 total, or 9 equal installments of \$275

\*A non-refundable \$125 enrollment fee is required when class placement is confirmed.

\*There will be a \$50 credit off of total annual tuition that is paid in full by 1st installment due August 1, 2025.

\*A 5% discount will be given for the second/third child in the family attending in the same school year.

#### ONLINE Enrollment Timing

\*Returning student enrollment: Enrollment application opens at 8:00 a.m. on February 3, 2025.  
Applications given priority February 3-7, 2025.

\*Sibling of alumni enrollment: Enrollment application opens at 8:00 a.m. on February 10, 2025.  
Applications given priority February 10-14, 2025.

\*Open enrollment: Enrollment application opens at 8:00 a.m. on February 17, 2025.

#### ONLINE Enrollment Process

\*Applications will be processed in the order they are received. Each application will be time stamped.

\*We will begin processing and contacting immediately when applications forms are open to make class

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selection confirmations. A prompt response is required.

\*If you accept the class, the non-refundable \$125 enrollment fee payment instructions will follow, and prompt payment is required to secure your child's spot.

\*Upon receipt of payment, we will provide a confirmation letter and required forms.

## **ADDITIONAL INFORMATION**

Accreditation:

Summer Classes: NA

Extended Care Options: NA

Other Information:

A unique aspect of Prime Time is the ratio of staff to students. Three or four caring teachers will staff each class of 20 students. Our program allows for an on-going consistent relationship with the children. Prime Time also emphasizes communication between parents and staff. This is accomplished through parent-teacher conferences, monthly newsletters and detailed activity calendars.