

Family Waitlist Policy

Philosophy

As a high quality licensed childcare program, we are required as per Childcare Licensing regulations to operate within a daily maximum of available childcare spaces. We are often in a position where demand for childcare spaces far exceeds our licensed maximum capacity. As result, we place families requesting future childcare space on a wait list for possible future placement at ICDC. Being an engaged community partner, we understand that every effort must be made to ensure families have equal access to quality affordable childcare as space becomes available.

Policy

*All parents interested in placing their child's name on our current waitlist must have physically toured our program facility. Appointments are not required for a tour. Tours are available weekday mornings from 9 – 10:30am. Please note that tours are based upon staff availability.

*Should you be contacted for a spot, you will have five working days to accept or decline. You must provide one month's fees to hold your spot the month of your child's enrollment and fill out the registration forms.

* All parents will be required to complete a waitlist request form on site following the program tour.

* There is no charge to place a child on ICDC's wait list.

* All childcare spaces at ICDC are provided on a full-time basis only.

*All childcare spaces will be filled based on age grouping availability.

Note: Children younger than 19 months of age will be placed on the ICDC waitlist only for the month they turn 19 months of age, not the date the parents placed the child on the waitlist.

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