

**The United Language Immersion Program (TULIP)
2019-2020 After-school Spanish Immersion Program Information Guide**

Welcome! We are so happy you are here!

The United Language Immersion Program (TULIP) strives to create a community of learners through natural weekly language learning. Language immersion is proven to be the best and most effective language learning mechanism. TULIP seeks to teach Spanish language through unique immersive classes and experiences.

This Program Information Guide is meant to give a general overview of our program. Before enrolling in TULIP, parents will receive a parent handbook that will provide all policies and procedures for the program and goes beyond this Program Information Guide. If you would like to receive the Parent Handbook or have any other questions after reviewing this information, please contact us at: atTULIP@gmail.com.

Vision:

We are parents and teachers working together to create a community for learners by providing a space to learn Spanish, grow, and express themselves naturally through language.

Contact:

Christie (Director/Directing Partner): 404-444-9815
Liz (Lead Teacher/Teaching Partner): 978-870-2909
Email: atTULIP@gmail.com Website: www.TULIPatl.com

Location:

The United Language Immersion Program | TULIP
2840 Franklin Street, Suite F
Avondale Estates, GA, 30002

About Us:

TULIP is the dream of two founders from different worlds. To learn more about us, please visit our website "About" page. <https://www.tulipatl.com/about>

Staff Training:

All TULIP teachers and staff have certifications in First Aid and CPR and are background checked and fingerprinted.

Tax Identification Number/EIN: 84-1931795

Limited Liability Insurance: TULIP carries limited liability insurance.

The United Language Immersion Program (TULIP) 2019-2020 After-school Spanish Immersion Program Information Guide

Ages:

TULIP after-school enrichment is open to children in **K-3rd grade or ages 5-10**.

We provide transportation for children attending City Schools of Decatur for all K-2nd and 3rd-5th schools.

Ratio:

TULIP's ratios are kept small purposefully in order to ensure the best learning environment possible. Our goal is to keep a 1:10 ratio at all times though ratios can be smaller or slightly larger depending on particular activity. Our program is suitable for children who are able to work well in small groups and independently as well as being able to follow multi-step directions. At this time, TULIP is not able to accommodate children that need a 1:1 ratio.

TULIP Hours, Schedule Options and Closures:

Monday - Friday 2:30PM to 6:00PM following City Schools of Decatur regular school schedule as well as closings. If CSD is closed, so is TULIP.

For the 2019-2020 School Year, TULIP offers the following enrollment schedule options:

- 5 days (Monday-Friday) - \$400
 - 3 days (Monday, Wednesday and Friday) - \$260
 - 2 days (Tuesday and Thursday) - \$175
 - **Drop-in (when available) - \$26/day + \$25/month to hold spot
- **Drop-in billed monthly \$25+daily used for previous month— request drop-in information packet.

*Monthly tuition includes supplies and an afternoon snack.

Curriculum:

TULIP is a language immersion enrichment program designed to encourage learning naturally. We incorporate dialogue, reading and writing in Spanish with teacher-led small group daily language exercises and discussions. Students explore the Spanish language through daily practice as well as some long-term Spanish projects.

After-school Spanish Immersion Enrichment - general schedule:

2:30-2:55 Transportation

2:55-3:15 Arrival/restroom break and hand-washing/snack

3:15-4:05 Teacher-led lesson 1 (daily theme: reading, etc.)

4:05-4:55 Teacher-led lesson 2 (monthly theme: practice speaking and learning exercise)

4:55-5:45 Teacher-led lesson 3 (seasonal theme: book reading, speaking and writing exercises)

5:45-6:00 Clean up and parent pick-up

The United Language Immersion Program (TULIP) 2019-2020 After-school Spanish Immersion Program Information Guide

Field Trips (walking):

TULIP wants to offer language immersion learning in as many surroundings and activities as possible. Our location is .6 of a mile (11 minute walk) from Willis Park/Avondale Park and two blocks from the new downtown park in Avondale Estates (being completed this fall). A signed permission form allows students to participate in these field trips.

Admissions Policy:

TULIP is an inclusive community. Admission to The United Language Immersion Program is made without regard to race, color, creed, sex, or national origin.

Application Process

Enrollment:

There is a \$50 Non-refundable Registration Fee for enrollment due each school year. Your enrollment will not be processed until the Registration Fee is paid. Details of enrollment process is laid out in the Parent Handbook.

Admission Requirements:

Acceptance into TULIP is based on availability of open spots and all admission requirements being met.

The following forms must be filled out and submitted (if applicable) for each student enrolling in TULIP; Enrollment Form (online), Risk and Consent Form, Medical Emergency Release Form, Authorization For Medication (if applicable), Parent Handbook Acceptance Form, Field Trip Form, Transportation Form.

Tuition and Fees

Annual fees (non-refundable):

- Application Fee of \$50 paid at time of application and
- Transportation Fee of \$150 annually (if being transported from CSD schools-see transportation section below for more information)

Sibling Discount:

We offer a \$20 monthly discount for any additional siblings. (i.e. full tuition for first student and \$20 monthly discount for any additional students)

PLEASE NOTE: Monthly tuition is based on annual enrollment and accounts for school breaks, days off and holidays. Camps for school breaks will have a separate sign-up and tuition due.

Transportation:

TULIP utilizes School District Services to transport children from all CSD Schools. School District Services carries their own insurance and keeps your child's safety top priority.

**The United Language Immersion Program (TULIP)
2019-2020 After-school Spanish Immersion Program Information Guide**

TULIP also welcomes students being transported by parents, caregivers or carpool. Please speak to the director in advance if you will be providing your own transportation. If providing your own transportation, children should arrive by 3:00 pm on their specific days.

TULIP Closings:

We will follow the City Schools of Decatur calendar. If CSD is closed for any reason, we will be closed.

Creating a Community of Learners - Volunteers and Parents roles:

TULIP strives to build a program where parents and families feel involved and welcomed. Building community and relationships is important to our mission as well as helping parents bring home the learning their students gain at TULIP.

We plan to build a lending library of books and videos for families to borrow and share with their child as well as hold events throughout the school year and encourage families to attend. We also invite parent volunteers throughout the year for event planning and organizing, or just come to learn and play with us. Some formal and informal parent positions may be available after the first month of each program year. Please ask how you can be involved with TULIP.

We hope you will join us on this exciting new adventure with TULIP!