Dear Parent,

Thank you for considering one of St. Louis Children’s Hospital’s childcare centers. With the receipt of the enclosed application, your name will be placed on the Waiting List. In an effort to serve families as quickly as possible, both centers have access to the list. At the time of an opening, you will be notified and have the option of accepting the space or remaining on the list for an opening at a later date or at the other facility. Placing your name on the waiting list does not guarantee placement on your desired entry date.

*If you are expecting*, please follow the instructions indicated on the “UPDATE” INSTRUCTIONS sheet.

If you are interested in per diem care (children 2 years and older) until a regular space is available, please contact the manager of your desired center.

Again, thank you for your interest in our childcare programs. We look forward to hearing from you soon!

SLCH CDC @ Newstead  
321 S. Newstead  
St. Louis, MO  63110  
314.454.4700

Or across the street:

SLCH CDC @ Clayton  
4353 Clayton Ave. Room 100  
St. Louis, MO  63110  
314.362.0777
Our child development centers are committed to providing quality care and educational programs for children of BJC HealthCare and Washington University School of Medicine employees. We offer a warm, nurturing environment with a variety of learning experiences to promote individual growth and development for children age 6 weeks through 6 years. Programs include:

- Infant/Toddler Care
- Early Preschool: 2/3 year olds
- Preschool: 3/4 year olds
- Pre-kindergarten: 4/5 year olds
- Per diem care: 2 years and older

Flexible scheduling---full time, regular part-time, and variable part-time---is offered year round to help meet your family’s child care needs. Our hours (site specific) range from 5:45 am until 6:00 pm with extended care offered on a daily basis until 8:00 pm. Tuition is based on the amount of time your child is scheduled.

Curriculum is based on developmentally appropriate practices following the philosophy that children learn through play and it is best enhanced when children actively participate in meaningful experiences. Curriculum is tailored to each child’s age and developmental level. is based on the Missouri Pre-K Standards to help young children become prepared for entering the formal school setting.

Our centers, located across the street from each other, are licensed through the State of Missouri; Department of Health & Senior Services, Child Care Division. A strong partnership between family, the child development center and community can help provide a solid start to your child’s future.
Waiting List Process

Thank you for your interest in St. Louis Children’s Hospital Child Development Center. Below is some information to help you understand how the Waiting List process works. The waiting list is shared by both the Clayton Ave. and the Newstead centers (across the street from each other).

♦ Waiting list application is filled out and turned in (if expecting, please turn in the “update” after child is born.)
♦ You will be placed on the Waiting List according to your Application Date.
♦ When an opening occurs, the next person on the list will be notified. You may schedule a tour if interested or remain on the list. If you schedule tours at both facilities, they must be within 3 days. You will have 48 hours after the last tour to notify us of your decision.
♦ Once you accept the position and receive the appropriate registration paperwork, you will have 5 working days to return all forms and fees to secure your space.
♦ Placing your name on the waiting list or updating information for a newborn, does not guarantee placement on desired entry date.

There is no way of knowing how long the wait will be as we do not know when families will be leaving. Occasionally we will have openings throughout the year. There are openings when Residents change July 1st, however, the most openings occur for both centers mid-August when all the children transition to the next age classroom. If you are next on the list at this time, you will receive a phone call during the summer months to schedule tours and classroom visits.

Thank you for your inquiry and if you have any further questions, please do not hesitate to contact:

SLCH CDC at Newstead  
321 S. Newstead  
St. Louis, MO 63110  
314-454-4700

SLCH CDC at Clayton  
4353 Clayton Ave.  
St. Louis, MO 63110  
314-362-0777

(The centers are located on Newstead across the street from each other)
**Tuition Fees**

Effective January 2024

Weekly and Per Diem Care

SLCH and BJH Employee Rates:

<table>
<thead>
<tr>
<th></th>
<th>Infant/Toddler</th>
<th>Early Preschool</th>
<th>Preschool</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Full Time</strong></td>
<td>$403</td>
<td>$343</td>
<td>$312</td>
</tr>
<tr>
<td><strong>4 Days</strong></td>
<td>$384</td>
<td>$332</td>
<td>$300</td>
</tr>
<tr>
<td><strong>3 Days</strong></td>
<td>$288</td>
<td>$249</td>
<td>$225</td>
</tr>
<tr>
<td><strong>2 Days</strong></td>
<td>$192</td>
<td>$166</td>
<td>$150</td>
</tr>
<tr>
<td><strong>Daily Rate</strong></td>
<td>$96</td>
<td>$83</td>
<td>$75</td>
</tr>
</tbody>
</table>

(2 day a week minimum)

Wash U and Affiliate Groups:

<table>
<thead>
<tr>
<th></th>
<th>Infant/Toddler</th>
<th>Early Preschool</th>
<th>Preschool</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Full Time</strong></td>
<td>$445</td>
<td>$372</td>
<td>$337</td>
</tr>
<tr>
<td><strong>4 Days</strong></td>
<td>$420</td>
<td>$356</td>
<td>$324</td>
</tr>
<tr>
<td><strong>3 Days</strong></td>
<td>$315</td>
<td>$267</td>
<td>$243</td>
</tr>
<tr>
<td><strong>2 Days</strong></td>
<td>$210</td>
<td>$178</td>
<td>$162</td>
</tr>
<tr>
<td><strong>Daily Rate</strong></td>
<td>$105</td>
<td>$89</td>
<td>$81</td>
</tr>
</tbody>
</table>

(2 day a week minimum)
WAITING LIST APPLICATION

Application Date: __/__/______

Parent 1 (Eligible Employee): __________________________ Email: __________________________

Address: __________________________ City _______________ State _____ Zip________

Home/Cell Phone: __________________________ Work Phone: __________________________

Entity from which you receive your Primary Paycheck: __________________________

Department: __________________________ Employee ID # __________________________

Parent 2: __________________________ Email: __________________________

Address: __________________________ City _______________ State _____ Zip________

Home/Cell Phone: __________________________ Work Phone: __________________________

Entity from which you receive your Primary Paycheck: __________________________

Department: __________________________ Employee ID # __________________________

Child’s Name: _________________________________________________________________

Birth Date: __________________________ OR Due Date: __________________________

Desired Entry Date: ____/_____/____ (Placing your name on the waiting list does not guarantee placement on your desired entry date)

PLEASE MARK ALL THAT APPLY

____ Full time    ____ Part-time:   2 days  3 days  4 days  (Circle # of days)

____ Set Schedule: ____ Monday ____ Tuesday ____Wednesday ____Thursday ____Friday

____ Variable Schedule  (Number of days and/or days of week vary)

Desired Facility: _____SLCH Child Development Center @ Newstead
______ SLCH Child Development Center @ Clayton Ave. Building
______ No Preference (both centers are located off of Newstead)

FAX to: 314.454.4701 or Email: rebecca.cunningham@bjc.org
“UPDATE” INSTRUCTIONS

IF YOU ARE AN EXPECTANT PARENT:

• Return the “NEWBORN: UPDATE INFORMATION” form as soon as your child is born
• Mail to: Attn: Waiting List
  321 South Newstead
  St. Louis, MO 63110
• FAX to: 314.454.4701
• Email to: rebecca.cunningham@bjc.org

Placing your name on the Waiting List does not guarantee placement on your desired entry date.

THANK YOU!

“NEWBORN: UPDATE INFORMATION”

Parent Name: ____________________________________________

Home/Cell phone: ___________________________  Work phone: ______________________

Child’s Name: ______________________________  Birth Date: _________________________

Desired Entry Date: _____/_____/_____