



Takeda Child Care Centers FAQs

About the Centers:

Where are the centers located?

Bright Horizons at Lexington | 903 Waltham St.
Bright Horizons in Central Square | 129 Franklin St.
Bright Horizons at Kendall Square | 286 Cardinal Medeiros Ave.

What are the hours of operation?

The centers are open Monday through Friday from 7:30 a.m. to 5:30 p.m

Do the centers offer dedicated enrichment spaces?

Yes, each center has dedicated enrichment spaces. At this time, due to COVID-19, these spaces are not being utilized as per our enhanced health and safety protocols to not share spaces among multiple groups of children.

Eligibility and Availability:

Who is eligible to enroll in the centers?

The centers are open to both community and Takeda employees. In order to receive priority enrollment and a 20% discount on the standard tuition, you must be a benefits-eligible Takeda employee working 20+ hours —employee eligibility includes full-time, part-time, foster parents, grandparents, and domestic partners. At this time, Takeda priority is not open to contractors or vendors.

What ages do the centers serve?

The centers serve children ages 6 weeks through 5 years.

What is the capacity and teacher-to-child ratio per age group?

Age Group	Teacher-to-Child Ratio	Number of Classes		
		Lexington	Central Square	Kendall Square
Infant	1:3	4	2	3
Toddler/Twos	1:4	4	3	4
Preschool	1:10	2	1	1
K-Prep	1:10	2		1

The ratios at the center are designed to support one-on-one interactions between the teachers and children, an in-depth understanding by the teachers of the individual needs of each child, and the formulation of consistent care-giving routines based on the teachers’ knowledge of the individual children. These teacher-to-child ratios also support enhanced development, particularly language development.

**Due to COVID-19, the capacity and ratios are subject to change based on the development and implementation of new state guidelines and enhanced center protocols.

Is part-time child care available at the centers?

Part-time care is available on a Monday, Wednesday, Friday or Tuesday, Thursday schedule. Full-time enrollment will be prioritized.

What is the process to withdraw a child from the center?

Families will be required to provide notice of intent to withdraw 30 days in advance of the last day of attendance.

If I am no longer employed by Takeda, what is the last day that my child can use the center?

If you are no longer employed your child can continue to use the center for a period of 30 days after the last day of employment.

If your Takeda employment is terminated for any reason, and there is a Takeda waitlist for enrollment, your last day of employment is the last day of care at the center. If community space is available, you may remain at the center at the community tuition rate.

About Bright Horizons:**Can you provide more background on Bright Horizons?**

Bright Horizons core business is employer-sponsored care. Founded more than 30 years ago and now partners with more than 1,000 employers across the U.S., as well as in Europe, Canada, and India. Its client list includes more than three-fourths of the companies on *Working Mother* magazine's "100 Best" list. In addition, the client list includes more than half of those named to *FORTUNE* magazine's "100 Best Companies to Work For." It should be noted that Bright Horizons has also been named to the *FORTUNE* list 19 times. Bright Horizons is an organization recognized for ethics, collaboration, community service, and excellence in the child care industry. It has extensive experience creating wonderful places for childhood.

What curriculum will be used at the centers?

Bright Horizons' successful core curriculum *World at Their Fingertips*, is used at the centers. To learn more about the Bright Horizons curriculum, please visit brighthorizons.com/early-education-preschool/proven-approach

What are the qualities and qualifications of the teaching and care staff?

Bright Horizons works to recruit and hire the highest quality teachers. The staff are nurturers as well as educators who encourage learning through exploration and partnership with parents. They're trained to deliver the highest standard of care. All candidates undergo a thorough screening, including a Bright Horizons enhanced background check and state-required background checks. All teachers must meet state educational licensing and additional center requirements.

Is there a website available to learn more about Bright Horizons and the center?

Bright Horizons has established a specific website, for each center with links to a virtual video tour, and a link to begin the registration process. You can also register for an upcoming Family Information Session. www.brighthorizons.com/Takeda

What resources does Bright Horizons offer to families?

Bright Horizons offers many resources to support families' efforts to nurture children's development, be actively involved in their education, and balance work/life demands. See www.brighthorizons.com/family-resources for more details on these tools.

Enrollment Process:

How do I enroll my child?

If you are interested in enrolling your child(ren), you will need to set up a secure family account through our [Family Information Center](#) and submit a \$150 per child registration fee, which will be applied towards your first month's tuition.

Register by August 14th to confirm your space for September enrollment. For enrollment dates after September, or if you are interested in enrolling but unsure of the exact date you need care, we encourage you to contact our team as soon as possible.

How will enrollment spaces be allocated?

Enrollment will be offered to families in the order that their interest form is received on a first-come, first-served basis.

Tuitions and Fees:

What are the Takeda tuition rates?

Takeda-MA employees have access to these three sponsored Bright Horizons child care centers at generously subsidized rates of 20% off standard tuition. The monthly tuition rates are listed below for each center. Each year, Bright Horizons will conduct an extensive market study to determine the appropriate annual tuition rates.

Center	Program	Monthly Tuition Rates By Schedule		
		M-F	M W F	Tu Th
Bright Horizons at Lexington				
	Infant	\$2,804	\$2,103	\$1,542
	Toddler/Twos	\$2,393	\$1,794	\$1,316
	Preschool/Kindergarten Prep	\$1,998	\$1,498	\$1,098
Bright Horizons at Kendall Square				
	Infant	\$2,988	\$2,241	\$1,643
	Toddler/Twos	\$2,604	\$1,953	\$1,432
	Preschool/Kindergarten Prep	\$2,184	\$1,638	\$1,202
Bright Horizons in Central Park				
	Infant	\$2,988	\$2,241	\$1,643
	Toddler/Twos	\$2,604	\$1,953	\$1,432
	Preschool/Kindergarten Prep	\$2,184	\$1,638	\$1,202

Are meals and snacks included in the tuition rate?

A morning snack and afternoon snack will be provided each day and are included in the tuition. Parents must bring a lunch for their child and adhere to the center's [Food from Home](#) policy.

What other fees are required?

In addition to the tuition, you will be required to pay the following:

- **Registration Fee:** A registration fee of \$150 per child is due at the time of registration. This fee is then applied towards your first month's tuition or will be refunded if a family chooses not to enroll.
- **Enrollment Deposit:** An enrollment deposit equal to one month's tuition will be due when the enrollment offer is accepted. The enrollment deposit will be applied to the first month of tuition. If a family chooses not to enroll their child after accepting the enrollment offer, the enrollment deposit will be forfeited.
- **Annual Re-Registration Fee:** A fee of \$100 for the first child and \$75 for siblings will be required each subsequent year to cover annual administrative and licensing fees.

Is there a sibling discount?

Yes, a 10% sibling discount off of the oldest child's tuition is offered.

Will I receive a tuition credit for time away on vacation?

The centers do not offer vacation credits.

Can I pay to reserve a space at the center without attending?

Bright Horizons will hold a space for up to one month. After one month, you must enroll your child, or the space will be offered to another family on the wait pool.

When is tuition billed and collected?

Tuition will be billed and collected monthly.

How is tuition paid?

Tuition is paid through ACH and is due on 25th day of the prior month. Example: September monthly tuition will be due on August 25.

Health & Safety Protocols

What enhanced COVID-19 health and safety protocols are implemented at the center?

Bright Horizons' goal is to ensure that all health and safety practices are in line with recommendations provided by the CDC and requirements of state and local municipalities, and have the well-being of children, families, and staff at their core. Bright Horizons partnered with pediatric infectious disease specialist Dr. Kristin Moffitt of Boston Children's Hospital to implement enhanced safety protocols including reduced class sizes, restrictions as to who comes in and out of the center, daily health screening and temperature check upon arrival for adults and children, masks for teachers, staff, and all other adults in the center, as well as strict guidelines on distancing, cleaning, and disinfecting. The team is committed to these protocols every day. And Bright Horizons continues to consult with experts and monitor updated guidance to ensure protocols evolve with new learning around COVID-19, so that children, families, and teachers are protected. For additional information outlining Bright Horizons protocols and safety measures, please visit brighthorizons.com/health-safety.

Center Policies:

What are Bright Horizons' safety and security policies?

As guardians of your children, there is nothing more important to Bright Horizons than their safety and protection while they are at the center. Bright Horizons has a series of security protocols and procedures to help guard against any threat to the safety of children and staff and performs safety drills on a regular basis. They do everything they can to make centers safe and secure, and to ensure that their teachers and staff are well-trained to protect children in the case of emergency.

Access to the center:

- The centers' entrance are key-pad access at all times. Employees and guardians receive restricted access badge for entry into the child care center. Families are not allowed to share access badges, even with people who are pre-authorized to pick up their children.
- Center policies prohibit families and staff from holding the door open for others they do not know.
- Parents/guardians are responsible for physically checking their child into and out of the center each day. This ensures that each child is safe and supervised at all times and encourages daily communication between families and staff.
- A written notice is required before releasing a child to someone other than those authorized at enrollment.

Safety Drills and Training:

- The centers conduct monthly evacuation drills, regular lockdown drills, and "shelter in place" exercises.
- Emergency supplies are purchased and stored in an area accessible to staff with the ability to relocate if needed.
- All Bright Horizons staff are trained regularly in CPR, even if not required by the state. First Aid is taught as required by state licensing agency/regulations so that you can feel confident that your child is safe and receiving the best possible care.
- All Bright Horizons teachers are trained and well-prepared in the event of an emergency. In addition to safety drills, Bright Horizons regularly reviews their safety policies and procedures.

Emergency Communication:

- In the event of a center emergency, severe weather closure/delayed opening, or an emergency in the community near the center, you will receive updates through the My Bright Day® app.
- As new information is available, the center administration team will continue to provide updates through the notification system.
- In certain instances where the center administration team is unable to provide ongoing updates, families will be asked to call the Emergency Hotline number (1-877-276-7113) to speak with a centrally located Bright Horizons team member.

Injury Prevention:

- Teachers for each age group are responsible for daily safety inspections of their assigned areas and equipment. Defective equipment is removed or repaired to prevent injury. Small toy pieces or other objects that could pose a choking hazard to infants and toddlers are not allowed in areas designated for children under age three.
- For the same reason, children’s personal items such as barrettes, hair ties, earrings, necklaces, and beaded jewelry are strongly discouraged in these areas.
- Due to the risk of choking, the following clothing and accessories are prohibited:
 - Outerwear with neck strings, including scarves
 - Pants with drawstrings on the waist or bottom that extend more than three inches when tied
 - Bibs, pacifiers and teething with ties or strings of any kind
 - Teething beads, including Amber beads

Weapons Policy:

Firearms, explosive devices, and other weapons are not permitted on Bright Horizons premises, regardless of any valid permit to carry such weapons.

I know someone interested in applying for a job at this center. Is there someone they can contact?

For job listings and to complete the application process, please visit www.brighthorizons.com/careers.

What is the relationship between Bright Horizons and The Partnership for a Healthier America?

[Click here](#) to read more information about this relationship.

Contact Information:

Bright Horizons at Lexington

903 Waltham Street, Lexington, MA 02421

781-862-2220 | www.brighthorizons.com/lexington

Bright Horizons in Central Square

129 Franklin Street, Cambridge, MA 02139

617-621-9553 | www.brighthorizons.com/upark

Bright Horizons at Kendall Square

286 Cardinal Medeiros Avenue, Cambridge, MA 02141

617-577-9532 | www.brighthorizons.com/kendallsquare