We are not sure whether staff should be an entity or not?
You need to think about whether any of the functions that you are developing need staff information.

Does the enquiry form that does not give out so many personal details? Does the parent have to fill out all the details?
We believe that we do need all those details to manage the enquiry reasonably. The parent can fill in whatever they like, however, if they do not fill in any contact details we are not going to be able to follow up on the enquiry, and at some stage we will definitely need the child’s age to provide reasonable information on waiting lists, etc.

How much access do staff need?
There should be 2 levels of access. Administrator and General Staff. The Administrator access should be for everything while the General Staff access should be just for information about enrolled children, class lists, birthday lists and session lists.

What about parent access?
There is no access to the system for parents, other than the marketing and event information on the web site which is available to anyone.

Are parents able to look up invoice payments, and other secure information?
No

The payments are confusing. It says "either made by cheque only" ...Please clarify. What if parents don't have cheque book.
It is obviously a typing error. Payment can be made by cheque only. If the parents do not have a cheque book they have to go to the bank and make a bank cheque.

What is the ball park figure for a budget? Is this group intending to estimate the costs involved?
You do not have to be concerned about a budget. The Pre-School does have a stand-alone PC and will have access to an ISP.

How old are the children to be when they are accepted on the waiting list to allocation to enrolment? (cut off age)
They can be accepted as soon as they are born.

Is the transition from the little house to the big house automatic or do they have to go through an internal waiting list process?
When the children enter the Pre-School we have an expectation as to how they will progress through the system. It is usually based on their age and their readiness may add or subtract a few months. Again, let me remind you that you are not creating an allocation system just providing the information to support allocation.

Do we need to provide an allocation system for teachers to session? If so, how many teachers per session?
Can fees or bonds be paid in partial payments or must be paid full before the school starts?
The bond must be paid in full.

Do teachers store comments about children? If so do they want us to manage it?
Yes, as I have said before we do want to be able to store and manage comments about the child. Please look at previous interviews.

Are there any annual reports produced for the parents?
Yes the teachers do produce reports. This function is outside the scope of the system.

Do prospective parents receive payment reminders?
No, not written reminders. We contact them via phone.

Can a classroom be just 3 years old kids / 4 years old kids / 5 years old kids / must be mix (3 years old kids to 5 years old kids)?
The classroom must definitely be mixed. It is a vital part of the Montessori philosophy.