

Fees & Hours:

Morning (6:00am to 8:00am) & Afternoon (3:00pm to 6:00pm)

Please indicate the session that you want to register your child(ren) for:

_____ \$20.00 per day - Drop-In

_____ \$180.00 per month Morning and/or Afternoon for 1 Child (5 days/week)

_____ \$330.00 per month Morning and/or Afternoon for 2 Children (5 days/week)

_____ \$_____ per month Morning and/or Afternoon for ___ Children (5 days/week)

** The monthly rate for Extended Care is reduced in \$30 increments for each additional child.*

Late Pick Up Policy:

Our official closing time is 6:00pm. Picking up your child after 6:00 will result in a late charge of **\$5.00 per minute that you are late**. These fees cover the costs of the caregiver that has to stay late, as their day ends at 6:00pm. Continuous late pick-ups could result in canceling the daycare agreement. If you know that you are going to be late, please try to arrange for someone else to pick up your child. Please send a note with your child or notify the school office to let them know you are going to be late, even if it is only a couple of minutes. (Late charges still apply).

Payment Policy:

Payment will be made by automated drafts with the tuition fee on the fifth of each month starting in August 2017 and ending in May 2018. The month of August and partial months will be prorated.

Parents are required to submit one month written notice to cancel participation in the Extended Care program.

Snacks:

Snacks are not provided. We encourage parents to send healthy snacks such as muffins, fruit, crackers, vegetables and preferably juice or water to drink. Please do not send candy or sweet snacks.

Child Pick Up Policy:

Your child(ren) will not be released to anyone not listed on the student pick-up authorization form. Caregivers will not under any circumstances release your child(ren) to anyone without your consent. If someone other than the authorized pick-up person(s) listed arrives to pick up your child, we will contact you for proper permission.

If we are unable to contact you, we will not release your child.

Discipline Policy:

Discipline is the parent's responsibility. Therefore any disrespectful, dangerous, disruptive or uncooperative behavior, on the part of students will not be tolerated. It is required that parents support the academy's discipline policy. Adherence to these policies will always remain a condition of acceptance to the school.

I have read and agree to the above procedures and policies.

Parent Signature

Please print Name

Date