

Hartland Child Care Tuition Agreement

Student/Child Name _____

Address _____

City/State/Zip _____

Mother's Name _____

Father's Name _____

Email Address _____

If you circle "Yes," to any of the following questions, please describe.

Does your child have any allergies? Yes or No _____ Epi-Pen? Yes or No. _____

Does your child have any special needs? Yes or No. _____

Does your child take any medications? Yes or No. _____

Is your child in good health? Yes or No. _____

Your child's immunizations are up to date or the immunization record or appropriate waiver is on file with the child's school. Yes or No. _____

School Age Only

Student/Child's School _____ **Grade** _____ **Teacher** _____

As listed in the Parent Handbook, the tuition is based according to the enrollment schedule, not the attendance. Your regular weekly schedule tuition will be charged, unless the Center is closed. If your child attends on a No School, Snow Day, Holiday, etc., your tuition will be adjusted to reflect the additional fee charged.

After a set schedule is set, tuition is due weekly (whether or not the child attends.) We do not send out invoices. Cancelling of enrollment is possible, if tuition is delinquent. Any adjustments must be previously authorized, except during a holiday "week" when a tuition adjustment will be made. If your child attends on a No School or 1/2 Day, your tuition will be adjusted (increased.) If your child **does not** attend on a No School or 1/2 Day, your tuition will remain at your normal, set daily tuition rate.

ALL CHILDCARE ENDS AT 6:00 P.M. Lobby doors will be locked at 6:00 p.m. If for any reason your child is left at the center after 6:00 p.m., a late fee of \$5.00 per child, per 15 minutes will be charged. The \$5.00 late fee is doubled (\$10.00), if a child/children are picked up late, for a second time during the same week. For consistently late families, a substantial charge will be enforced or disenrollment may result. This late fee is paid directly to the staff person who is waiting with your child.

The clock at the center will be the time that we use. If you are going to be late, please call the office at (810) 626-2780.

Late Charges: 6:01-6:15 p.m. = \$5.00 per child 6:16-6:30 p.m. = \$10.00 per child

Please sign below

I have read and understand the policies of the Hartland Child Care Center included in the Parent Handbook, and according to the current Child Care tuition rate schedule, I do agree that my tuition will be \$_____per week.

Parent Signature _____ Date _____