

Academy For Kids Childcare Contract

Beginning _____, childcare services will be provided for _____ on the following days and hours _____. A weekly rate of \$ _____ will be paid on Friday prior to the week of care, whether the child is present or not.

Security Deposit: A non-refundable security deposit equal to one week's tuition plus the supply fee is required to reserve a space for your child. This week's tuition will be credited to your child's last week in my care.

Extended Absence: In cases of your potential absence due to maternity or extended leave from your job, (minimum 8 weeks,) I will require your child to be enrolled for a minimum of three days per week for the entire time of your absence to hold your child's position. Thirty day's notice is required for any schedule changes.

Late Fees: A fee of \$10.00 per day, including Saturday and Sunday, will be added to any payment not received before 5:00 p.m. on Friday. NO EXCEPTIONS! Tuition, including all late fees must be paid on or before the following Monday, or care will no longer be provided.

Supply Fees: A supply fee of \$70.00 per child will be due at the time of enrollment as well as August 1st of each year.

Refunds: No refunds will be given for days missed due to illness, holidays, etc. The tuition you pay reserves the space for your child.

Returned Checks: A fee of \$25.00 will be charged on all returned checks. If any checks are returned, service will only be continued on a cash-only basis.

Overtime: There will be a charge of \$1.00, in cash, for each minute that your child is at the center prior to or past their contracted time. Overtime must be paid in cash, the same day. If over-time is pre-arranged, the charge will be \$15.00 per hour. Habitual tardiness may result in termination.

Closings: The center will be closed for the following PAID holidays: 2 days at New Years, Thanksgiving, and Christmas; and 1 day for Martin Luther King Jr Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, and Veterans Day. You will be notified of the exact dates. I will also close for 10 days of paid vacation (to be taken individually or all together) and may take 5 paid sick/personal days and 1 paid professional day each year. You will be given 30 days notice when possible.

Trial Period: There is a 2-week trial period for each child, beginning the day your child actually begins care. Either party may terminate this agreement within the trial period, with 24 hour's notice, with or without cause. No pre-paid fees will be refunded upon cancellation by the parent.

Withdrawal: Parents may terminate this service by giving 30 day's written notice. You are responsible for payment of four week's tuition if you fail to give the required notice.

Termination: I reserve the right to re-evaluate any child or family's continued participation in this program to determine that the program can adequately meet the needs of the child or family. Failure to abide by any of these policies may result in termination. I reserve the right to enforce these policies at will. Lack of enforcement of a certain policy, at any given time, does not indicate that a particular policy is no longer in effect.

I/We have read, and do understand and agree to abide by all terms stated in the childcare contract and parent handbook. I also understand the terms and conditions may change as needed. I understand that I will be notified of such changes.

Mother or Guardian's Signature _____ Date _____

Father or Guardian's Signature _____ Date _____

Shayla Drumm /Academy For Kids _____ Date _____