

Nora's Play School Admissions Agreement



**NORA'S PLAY SCHOOL
ADMISSION AGREEMENT
July 1, 2010**

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1 BASIC SERVICE

We accept children ages 2—6, where children are encouraged to learn, grow, and develop, at their own, individual pace. While we welcome all, a child experiencing prolonged difficulty adjusting to the early learning center may not be emotionally ready and alternatives will be suggested. All children are given an equal opportunity, to participate in all areas of age appropriate learning. These activities may include manipulative, clay, and/or play-doh, painting, dramatic play, circle, music, outside play, group activities, story time, cooperative games, etc. Please be considerate of curriculum's in progress when dropping-off and or picking-up children.

2 OPTIONAL SERVICE

Nora's Play School may hire consultants to come in and work with small groups in such extra curricular activities as: Sign-language, foreign-language, movement with music etc. Fees for a child's participation are not included in the normal rates and will be discussed separately and as needed or requested.

3 PAYMENT

\$25.00 per day for the first 8 hours and \$5.00 per hour thereafter (under 5 hours is considered \$5.00 per hour). Drop-ins are welcome when space allows. You may also choose an hourly rate of \$5.00 per hr.

3.1 Rate for Optional Services

All optional service rates are based upon the type of service. Rates will be discussed prior to enrollment into any service.

3.2 Payment Method

Invoices will go out at the end of each month. Tuition is due on the 1st. of each following month. Tuition is considered delinquent as of 5:00 pm on the first of each month. If a payment is late a \$40.00 late fee will be added to your payment, unless prior arrangements are made. If a check is returned unpaid, it will be the parent or legal guardians' responsibility to pay in the way of cash or cashiers check in the future and there will be a charge of \$50.00 along with any other bank charges for any returned check. If a situation arises, it is in the best interest of all to notify us as soon as possible, so as we can make any needed accommodations that will be in everyone's favor. Any fees not paid in full within two weeks of due dates will be subject to an additional court cost and/or termination of the center. For every minute you're late in picking-up your child/children, \$1.00 per minute per child will be added to your next invoice. There is a non-refundable \$45.00 registration fee and you must give a two week notice prior to termination of the center.

4 MODIFICATION CONDITIONS

You will be notified 30 days in advance and will be required to sign a new Admission

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Agreement if any modifications or rate changes are made to this agreement.

5 REFUND POLICY

You will not be credited for missed days. Make up days have to be within two weeks of a missed day and when space allows. Please see EXCLUSION FOR ILLNESS in your Parent Handbook for instructions concerning illness.

6 TERMINATION

Should a child exhibit any behavior problems we will work with you and your child to resolve them. In the event of serious behavior problems a parent or guardian will be called and asked to pick the child up. All fees will remain in place at this time, in order to save a space for your child. A child exhibiting, prolonged disruptive behavior may be terminated from the center, and, in extreme situations, termination would be immediate.

7 RIGHTS OF THE LICENSING AGENCY

The Department of Social Services, Child Care Licensing has the authority to interview children or staff without prior consent. The licensee shall ensure that provisions are made for private interviews with any child/(ren) or staff members. The Department has the authority to inspect, audit, and copy a child or child care records upon demand during normal business hours.

8 SIGNATURE

Please re-write the following statement and sign below after carefully reading all the above

I: _____

The parent'(s)/or legal guardian of

Child: _____

"I have read and agree to all the above"

RE-WRITE- _____

SIGNATURE OF PARENT/ ('S) or /LEGAL GUARDIAN

_____ Date: _____

SIGNATURE OF DIRECTOR/OWNER Nora Bradford

_____ Date: _____