

**ZION EARLY EDUCATION CENTER
EXTENDED CARE CONTRACT 2018-2019**

Child's Name _____ Class _____

Address _____ Telephone _____

1. I wish to enroll my child in the following extended care option:

Option A Hours: 11:00 a.m. – 1:30 p.m. Cost: \$20.00 per day
Pre-K students from 12:00 p.m. to 1:30 p.m. Cost \$12.00
Circle Days Needed: Monday Tuesday Wednesday Thursday Friday

Option B Hours: 11:00 a.m. – 3:30 p.m. Cost: \$25.00 per day
Pre-K students from 12:00 p.m. to 3:30 p.m. Cost \$20.00
Circle Days Needed: Monday Tuesday Wednesday Thursday Friday

Option C Hours: 11:00 a.m. – 5:30 p.m. Cost: \$35.00 per day
Pre-K students from 12:00 p.m. to 5:30 p.m. Cost \$30.00
Circle Days Needed: Monday Tuesday Wednesday Thursday Friday

Option D Hours 7:30 a.m. – 8:30 a.m. **(Before school care)**
*** The cost for Extended Care students on the day they stay for aftercare is \$5.00 per day.**

- Children who are not registered in Extended Care Cost: \$7.00 a day
Circle Days Needed: Monday Tuesday Wednesday Thursday Friday

Option E (for siblings of our pre-k students) 11:00 a.m. to 12:00 p.m. Cost: \$7.00 a day
Circle Days Needed: Monday Tuesday Wednesday Thursday Friday

2. I understand that children must be picked up on time or before the option chosen. I also understand that if my child is enrolled in any Option and is picked up at any time after the scheduled dismissal, I will be charged the rate for the next option using the Schedule Modification Rate of \$6.00 per hour with a two hour minimum, resulting in a \$12.00 Charge. This late fee must be paid before my child may return to Extended Care.

Since Extended Care closes at 5:30 p.m., I understand that if my child is picked up after 5:30 p.m. there is a \$15.00 late fee per child for the first 15 minutes (5:31 - 5:45 p.m.). After 5:45 p.m., I understand that the late pick up fee increases to \$5.00 per minute. The late fee must be paid before my child may return to Extended Care.

3. I agree to pay the amount of \$_____ per week for extended care services. (Fill in the correct amount). **I understand that once a rate is set it becomes a weekly fee and is to be paid regardless of whether or not my child attends extended care.**

(OVER)

4. A contract is signed to reserve a place for my child in the extended care program. Requests to change my child's Extended Care Schedule **permanently** (i.e. for more than one month) must be made in writing to the school director at least one week in advance. Increases in my child's Extended Care schedule will be accommodated if space exists and if my child has adjusted well to the program. A new contract must be completed reflecting this change and the regular Extended Care rates will be charged.

All **temporary** (i.e. for one month or less) extensions, additions or changes to my child's existing Extended Care schedule must be made on an Extended Care Schedule Request Form, and must be completed and payment returned with this written request before my child may stay for Extended Care.

I understand that Extended Care does not accept students on a "drop in" basis.

5. The school's yearly calendar shows planned school closings and Extended Care payment is not expected for these days. No credits are issued if school is closed unexpectedly due to weather or other emergency, but days missed in excess of five (5) are made up.
6. I understand that extended care tuition for an entire month is due the first of each month for children attending extended care one, two, or three days a week. Payment for the entire month must be received by the fifth of the month to avoid a \$20.00 late fee. Extended care tuition may be paid weekly if children attend extended care four or five days each week. Payment is due on Friday for the following week of care. If the payment is not received by Friday of the next week, a \$10.00 weekly late fee will be charged. Children may not attend extended care if their extended care tuition becomes two weeks in arrears. Current payment of preschool tuition is a prerequisite for extended care attendance.
7. I understand that if the school suspects that the parent or other person picking up my child may not be able to deliver my child safely to his/her destination, the school reserves the right to keep my child at school until an authorized emergency contact can be notified. I understand that the school also reserves the right to contact the police.
8. I agree to abide by all rules and policies as set forth in the school booklet. A request for an exception to any rule or policy must be made in writing and must be approved by the director and Preschool Board. By signing below, I also confirm that I am the person financially responsible for the Extended Care payment.

Parent's Signature _____ Date _____

