

Creekside Kids Monthly Hours, Reservation, & Payment

May 2018 (4/30/2018-6/1/2018)

At Creekside Kids, Inc. we allow parents/guardians to contract their requested number of projected hours needed on a monthly basis. Below you will find a chart to use as a budget guide.

Child: _____ **Parent Signature:** _____ **Date** _____

Instructions and Policies for Schedules:

1. Fill in the schedule for each week.
2. Students enrolled for 15 hours or less per week must calculate their weekly rate based on \$8 per hour. Students enrolled for 16 hours or more use the Flat Rate Care chart to calculate the weekly rate.
3. ANY hours used in ANY week beyond your pre-paid hours per week will result in a supplemental billing at a rate of \$8 per hour.
4. **ANY time paid for and/or scheduled that is not used will be forfeit. No refunds will be given for time reserved but not used, unless the time is not available to clients due to just cause.**

Policies for Breakfast, Lunch, and Snack:

Meals will be served at the following times:

Breakfast 8:30-9:00 PM PreK & Bigs 11:45-12:30 or AM PreK & Littles Lunch 12:00-12:45 Snack 3:30-4:00

If your child needs breakfast served before attending Canon Preschool, which starts at 8:30 am, please inform the director.

Outside food or drink is not permitted with the exception of special occasions like birthdays or other celebrations.

We are an allergy aware center and every effort will be made to accommodate special dietary needs. However, as in any public setting, there is the chance a child may be exposed to and/or ingest a known or unknown allergen.

Fill in Schedule for Each Week (Example: 8:30-3:30)..... Then Total the Hours

Week	Mon.	Tue.	Wed.	Thurs.	Fri.	Total Hrs.	Tuition Cost Per Week
Wk 1 (4/30-5/4)			It's Fundamental		Music and Movement		
Wk 2 (5/7-5/11)			It's Fundamental		Music and Movement		
Wk 3 (5/14-5/18)			It's Fundamental		Music and Movement		
Wk 4 (5/21-5/25)			*Last Day PM PreK It's Fundamental	*Last Day AM PreK	Music and Movement		
Wk 5 (5/28-6/1)	CLOSED FOR MEMORIAL DAY		It's Fundamental		Music and Movement		

**Denotes D12 preschool or district functions or holidays.*

** Creekside Kids does not participate in these functions and/or holidays and only provides this information as a courtesy to D12 parents.*

Payment for Flat Rate Care (16 Hours Per Week and Over)

Hours Per Week	Weekly Rate
16 – 20	\$134
21 – 25	\$152
26 – 30	\$170
31 – 35	\$192
36 – 40	\$200
41 – 45	\$210
46 – 50	\$215
51 – 55	\$220

It's Fundamental: Ages 3 and Up, \$10 per session Wednesday from 9:15-10	# _____ days x \$10 = \$ _____
Music and Movement Fridays Ages 2 ½ and Up, \$10 per session Fridays from 9:15-9:45	# _____ days x \$10 = \$ _____
Total Tuition Billed:	\$ _____
Total Due:	\$ _____

Payment is due at the beginning of your preferred payment option. Please choose an option below that best fits your needs.

_____ In full—due no later than 5 days from the first day of the period**

_____ Weekly—due the first day of each school week**

_____ Biweekly—due the first day of the two week school period**

**Payments that are not made on the due date will incur a late fee of \$20 per period or \$5 per week, whichever is greater.