

# Creekside Kids Monthly Hours, Reservation, & Payment

**February 2019** (2/4/2018-3/1/2019)

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 20 hours or less per week must calculate their weekly rate based on \$9.50 per hour. Students enrolled for 20 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 will result in a supplemental billing at a rate of \$9.50 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 12:00-12:30 or AM PreK & Littles Lunch 12:30-1:00 Snack 3:30-4:00

If you 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 (2/4-2/8)			It's Fundamental		Music & Movement		
Wk 2 (2/11-2/15)			It's Fundamental		Music & Movement		
Wk 3 (2/18-2/22)	*D12 CLOSED		It's Fundamental	*NOCANON PTC	Music & Movement		
Wk 4 (2/25-3/1)			It's Fundamental		Music & 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  
(21 Hours Per Week and Over)**

Hours Per Week	Weekly Rate
21 – 25	\$210
26 – 30	\$220
31 – 35	\$230
36 – 40	\$240
41 – 45	\$250
46 – 50	\$260
\$9 per hour for each additional hour above 50 hours	

<b>It's Fundamental:</b> Ages 3 and Up, \$10 per session Wednesdays from 9:30-10:15	# _____ days x\$10 = \$ _____
<b>Music and Movement Fridays</b> All Ages, \$10 per session Fridays from 9:15-9:45	# _____ days x\$10 = \$ _____
<b>Total Tuition Billed:</b>	\$ _____
<b>Total Due:</b>	\$ _____

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\*\*

\_\_\_\_\_ **Bi-weekly**—due the first day of the two (or three) 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.