

Discoveryland Preschool

Admission Agreement 2022-2023

Child's name: _____ Child's age: _____ Child's birth date: _____
Last First Middle Month Day Year

Father's name: _____ Mother's name: _____

Father's SS#: _____ Mother's SS#: _____

Yearly entrance fee

Registration fee (per year) / \$250

Monthly rates

	FULL DAYS 8 am - 5 pm	PART DAY 8 am - 3 pm
	5 Full Days	Monday-Friday
Infants & Toddlers	\$1,500	n/a
Twos	\$1,240	\$1,165
Preschoolers*	\$1,075	\$995

*Your child must be potty trained to receive the preschooler's rate.

Drop-in

Only for children currently enrolled in Part-Day.

Preschoolers: \$9/hr.

Twos: \$10/hr.

Basic Services

Discoveryland Preschool provides supervised child care for ages three months to five years old. All teachers have their Associate's or Bachelor's degree in Early Childhood Education, and their Infant/Toddler ECE units. The children will be provided a developmentally appropriate curriculum that will educate the heart, hand and head. A morning and afternoon snack will be provided by the school. Children will be given the opportunity to learn indoors and outdoors. There will be a two hour rest period and an opportunity for other rest periods throughout the day as needed by the individual child. **No optional services.**

Sick and vacation policy

Discoveryland Preschool does not provide refunds for individual days missed for illness or vacation time.

It is your responsibility, as the parent, to notify the center if your child is not going to be in attendance that day due to illness or vacation.

The center should be aware of any communicable disease that is present in the center. There is no reduction of fees due to illness or vacation time.

Discounts

Two or more children in the same family — 10% discount for the oldest child in the family

Pacific Union College faculty and staff (*paid by the College*) — 10% discount

Pacific Union College student waiver — based on student financial aid information

Miscellaneous fees

Application fee — \$40

Diaper fee — \$1 each (*no charge if provided*)

Late pick-up fee (*5 p.m. full-time*) — \$25/first 10 minutes & \$5/each additional minute

Returned check fee — \$35

———— Refund policy ————

Tuition refunds cannot be given for individual days that the children are not present or for holidays.

You may receive a refund if you have paid in advance and given a 30 day notice of cancellation of services. If you have not given a 30 day notice a refund will not be given. This refund will be issued within four weeks of the last day of attendance.

———— Modification conditions ————

This agreement is valid for the school year. If this agreement must be modified by either party during this contract year, a new agreement is required. Discoveryland Preschool will not change the rates during the period of time that the agreement is in effect.

———— Termination conditions ————

If you wish to terminate this agreement a two-week written notice to the Director is required prior to your child's last day of care. In lieu of a two-week notice, it is possible to make the tuition payment for the final two weeks from the day of the notice.

Discoveryland Preschool has the right to terminate services if the center decides that they are not able to provide the necessary care for your child or if your child causes harm to others (staff/children/volunteers) that cannot be redirected or changed. If behavior challenges Discoveryland Preschool has the right to terminate services immediately if it causes detriment to the well-being of others on site.

Discoveryland Preschool also reserves the right to terminate services immediately if a parent or representative of the child threatens or commits any wrongful act towards the school (children, staff, volunteers, and parents). A wrongful act can be but is not limited to threats (verbal, text, email), physical harm or verbal abuse.

———— Rights of licensing agency ————

Rights of the Licensing Agency: Section 101200 (b) & (c)

The Department or Licensing Agency shall have the authority to interview children, or staff, and to inspect and audit child or facility records without prior consent. The licensee shall make provisions for private interviews with any children or staff members.

The Department has the authority to inspect, audit, and copy child or child care center records upon demand during normal business hours. Records may be removed for copying if necessary.

———— Parent contract /admissions agreement ————

I agree to the above schedule & payment charges, and wish to be billed monthly. I understand that tuition costs are not subject to adjustment due to illness, absence, holidays, orientation or temporary withdrawal. Payments are due by the 5th of each month. A fee of \$40 will apply five days after the 5th of the month per Discoveryland Preschool late fee policy. The returned check fee is \$35. I understand that failure to make payment may result in termination of enrollment. Credit card payments are charged a 2.9% fee.

———— Licensing ————

Discoveryland Preschool meets all state and federal licensing requirements. Children are admitted regardless of race, color, sex, handicap (provided we can meet their needs), national origin or religion.

———— Contract agreement ————

I agree to the above schedule and payment charges, and I understand that I will be billed on a monthly basis.

- Drop-offs must occur no later than 8:45 am to allow children to fully participate in the classroom.
- Payments are due on the 5th of each month.
- Please note that a late fee of \$40 will be applied five days after the 5th of each month. Failure to make payment after that time may result in termination of childcare.

Signed: _____ Date: _____