

ADMISSIONS & FEE POLICY

PLEASE SIGN ONE COPY AND KEEP ONE FOR YOURSELF

St. Peter's Child Care & Preschool
303 Park St., Arlington, WI 53911-0045 608 635-4825

State Licensed since 1994 / 5 Stars WI *YoungStar*

Nationally accredited since 2000 with NAEYC;

National Association for the Education of Young Children

A host site for the School District of Poynette's 4-K

A member of the Wisconsin Model Early Learning Standards



PLEASE READ CAREFULLY. KNOW WHAT YOU SIGN.

Tuition Payments are due the Friday before the upcoming week. Thank you.

- Open Monday – Friday; 6:00 a.m. – 5:30 p.m.; for ages 2-12/Capacity: 40
- Exception of holiday closings: Memorial day, Fourth of July, Labor Day, Thanksgiving day and the Friday after; Christmas and New Years Day. These are also paid.
- NOTE: If any holiday falls on a weekend we will observe the closest day to the actual holiday.
- **FAMILIES WILL PAY FOR SAID HOLIDAYS, DAYS MISSED DUE TO VACATIONS, ILLNESSES, DOCTOR APPOINTMENTS, SUMMER SCHOOL SESSIONS, SNOW CLOSINGS, AS A REGULAR ENROLLMENT DAY.**
- School children putting in additional hours to their original contract hours, such as for school closings, early releases or late start, will pay for those additional hours in accordance to the Center's current part time hourly rate.
- No refund or application of fee to the next week for absences of any kind.
- Each payment plan is applicable for each week of the year and needs a one week notice for changes.
- A two week notice for termination of a child's enrollment is required.

RATES include our Preschool Program: Rates may change without notice.

Full Time Child Care = \$140.00 week – Based on 40 hrs/wk.

Full Time Child Care 41 or more hours per week = \$150.00/wk.

Part Time Child Care = \$130.00 week/limited to 3 days/week or 30 hours.

Before & After School Care = \$50.00 week. Families can pay the hourly rate of \$3.75 if in attendance during no-school days, early releases or late start days.

One Time Registration Fee = \$25.00 per child.

Late Payment Fee = \$12.00 week.

NSF Charges = Center will be reimbursed by family for any NSF fees incurred by the bank or family.

Please read carefully before you sign: The St. Peter's Child Care & Preschool admits students of any race, color, or national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students of this Center. It does not discriminate in the administration of its education policies, admissions policies, or other child care policies. Enrollment is on a first come, first serve basis according to the following priority and to the current available child staff ratios: 1) Children already enrolled full time, 2) Members of St. Peter's LC-MS, 3) Children on a waiting list, 4) School age children with younger siblings/family relations of the Center or younger siblings/family relations scheduled to enroll when they become of age, 5) Priority is given when someone is seeking Full time vs. part time care. I understand accidents involving my child can happen and I/we do not and will not hold the St. Peter's Child Care & Preschool, its staff, or the St. Peter's LC-MS, Arlington responsible in this type of event. The St. Peter's Child Care & Preschool reserves the right to change Center policies and fees at any time and without notice for the necessary operation and overall good of the Center.

I have read and agree to the above Admissions and Fees Policy and my failure to uphold Center policy will result in termination of enrollment without notice. I understand the said policies were written and are necessary for the overall operation of the St. Peter's Child Care & Preschool and all the programs within.

Parent/or guardian signature: _____ **Today's Date:** _____

6/10, 10/13, 5/14, 3/15

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