

The Fox's Den ChildCare
Tuition Policies / Parent Contract
PRIVATE PAYMENT

1. **Registration Fee:** A \$75 non-refundable registration fee will be charged to each private pay family upon enrollment.
2. **Deposit:** One week's deposit is required at the time of registration in order to hold your spot up to one month from registration date. This will be applied to your first week's tuition.
3. **Tuition Payment:** Tuition is due the first day of your child's weekly attendance. For example full time students payment will be due Monday of the week attending, and children attending just on Tuesday and Thursday payment will be due on Tuesday of that week. Tuition payments must be made within 3 days of the due date in order to continue center privileges.
4. **Late Pick Up Fee:** Children who are not picked up by our 6pm closing time will be charged \$5 per minute after 6:05pm per child until picked up. Late pick up fees are due in full before your child can attend the center again.
5. **Returned checks:** There will be a \$25 charge for returned checks.
6. **Vacation/Sick Days:** After 3 months of enrollment, each full time child will receive 5 vacation/sick days. These may be taken all at once or broken up. Please give notice at least two full weeks prior to use of vacation days if you plan on using them all at once. These do not carry over from year to year and are not to be used for credit if child care is terminated prior to use. Please notify the center by 8:00am if your child will be absent.
7. **Withdrawal:** Two weeks written, pre paid notice is required.
8. **Holidays:** The center is open year round. Tuition may be prorated for weeks where there are scheduled closings.
 - New Year's Day, Good Friday, Memorial Day, Fourth of July, Labor Day, Thanksgiving, Day after Thanksgiving, Christmas Eve, and Christmas.

Your weekly tuition rate is _____ until _____.

Child's/Children's Name/s _____

Circle days of attendance:

MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY

Drop off time _____ Pick up time _____

Parent's/Guardian's Name: _____

I agree to abide by the policies set forth above.

Parent Signature

Administrator Signature