



Young Explorers Preschool Admission Agreement

I am enrolling my child _____ with Young Explorers Preschool. My child will start the _____ program on _____ date. My child's tuition rate will be \$_____ per month and is due on the 1st of every month with a 3 day grace period before a \$25.00 late fee will be assessed. As of ____/____/____ I agree to abide by the following policies of Young Explorers Preschool.

Tuition Fees:

There is a \$100.00 non refundable registration fee and \$25 nonrefundable material fee (Total-\$125) is due at the time this agreement is signed. There is also a **one month's non- refundable** but totally adjustable deposit equivalent to your child's monthly tuition fee. This deposit will be adjusted towards **the child's last calendar month** at the center. If you withdraw your child and then re-enroll your child at a later time you will be charged the registration fee.

Tuition is due and payable on the 1st of every month. The Tuition Fee is paid only through **ACH (Direct deposit)** only.

Tuition remains the same whether or not your child attends.

There is a three day grace period for late payments. After the 3rd day a \$25.00 late fee will be assessed to your account. If you are unable to pay according to this contract for one month it may result in termination of services.

There is a 10% discount for siblings; the discount will be offered on the lowest tuition rate.

A service charge of \$30.00 will be charged for any returned check. Young Explorers reserves the right to refuse child care to any child whose family account is past due.

All questions regarding tuition payments and billing will be answered by the director only. Young Explorers Preschool will give a 30 day written notice before any policy,

schedule or tuition changes are made.

Termination of Enrollment Contract:

If you choose to withdraw your child from our program a **30 day (one calendar month) written notice is required. Written notice needs to reach us on or before the 25th - 28th of the month.**

Failure to provide a **one calendar month** written notice will result in non-adjustment of the fee amount from the one month tuition fee deposit with the Center.

All changes to a child's schedule must be made in writing and need to go through the Director of Program. We will not accept any verbal changes made to teachers.

Young Explorers Preschool retains the right to dismiss any student for unsatisfactory conduct on campus. The delinquency of tuition or any other school fees shall be grounds for dismissal too. Also schools retain the right to terminate enrollment if the student, parents, or guardians do not comply with policies, rules, or regulations of Young Explorers Preschool, specifically including , but not limited to, all policies , rules, and regulations specified in the Young Explorers Preschool Parent Handbook.

Health and Safety Policy:

You must notify the Director immediately if your child contracts a communicable disease. A physician's note may be required for your child to return to the center.

If your child becomes sick while at the center, the center will notify you to pick your child up.

You must keep the center informed of any changes that may affect your child's behavior.

Also notify us if there is a change in phone number, address or any other circumstances.

If your child's behavior threatens the immediate safety of other children, staff or himself/herself, you will be contacted and expected to pick up the child immediately (within 45 minutes).

Department of Social Services:

Child care professionals are required by law to report suspected child abuse.

The State of California Licensing Requirement, Section 101195 states: The department of licensing agency shall have the authority to interview children, or staff and or to inspect / audit child or facility records without prior consent.

Medication Policy:

As required by law, a doctor's written orders will be required if your child must take medication when attending the center. This includes prescriptions.

Late Pick Up Policy:

Any child who has not been picked up by closing (11:45 am or 1:45pm/half days) and (6:05 PM/full days) time will be charged at \$1.00 per minute. If you are unable to pick up your child before closing you will need to make arrangements for another authorized person to pick up your child who is listed on your emergency card. You will need to notify us in writing if your authorized pickup list has been changed.

Sign In and Out Policy:

In accordance with state law parent(s) must sign your child in time upon arrival and sign your child out time when departing the center everyday on an electronic device provided at the center. Young Explorers Preschool is not responsible for any child until he/she is signed in or after he/she is signed out.

Refund Policy:

There will be no refund for illness, holidays, vacations, teacher in-service days, school shut down days due to natural disasters , power outages or Pandemics (Covid-19).

Basic/Optional Service

The basic services that Young Explorers Preschool offers care and supervision of your child during our operational hours of 8 am to 6 pm, as well as the extended hours of 7.00am to 8.00am as well as 6.00pm to 7.00pm and includes snacks. From time to time, we may provide additional services from an outside vendor. If you choose to have your child participate, it will be an additional cost. We will have extended hours of 7am-8am and 6pm-7pm for an additional cost.

Adult Rules of Conduct:

You will be expected to follow the Adult Rules of Conduct as stated in your Parent Handbook. You will be treated with respect and in return expected to treat all staff members with respect.

I understand that Young Explorers Preschool reserves the right to terminate services if a child's or parent's behavior threatens the safety or becomes verbally or physically abusive toward anyone on center property.

I _____, the parent of _____ received the Parent Handbook, read and understand this agreement, tuition schedule and services of Young Explorers Preschool and will Comply with said policies and terms of this agreement.

Parent/Guardian Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Director Signature _____ Date _____