

Tuition Agreement

For The Country Club for kids

Child's Name: _____ Age: _____

Parent's Name: _____

Address: _____ Phone: _____

Days Attending: M T W Th F Hours: _____ to _____

Start Date: _____ Usual Charge \$ _____

(charges subject to additional hourly care and field trips/special events)

The Country Club for kids assumes responsibility for your child during the days and times indicated above excluding our holidays and vacation weeks. (Holidays: Civil Rights Day, Memorial Day, Labor Day, Columbus Day, Thanksgiving and the day after, and Christmas Eve. Vacation weeks: The week between Christmas and New Year's Day and the week in which July 4th will fall). Please reference our school calendar each school year for specific dates. There is no charge for our 2 weeks of vacation per year. If a child comes to the Country Club for classes only, 9am-12pm, he/she will not be attending during our school vacations weeks in February & April or other "daycare only" days. The parent agrees to make an effort to contact the provider by phone on days when the child will be absent. If it is necessary for the school to close due to inclement weather or an emergency situation, we will make every effort to post the closure on WMUR TV, channel 9. We have allowed for 2 "no school days" (EX: snow days) but if the amount of these days exceeds 2, there will be no charge for that additional day.

We have listed our operating policies for your convenience. Please read and sign our operating policies and return at registration or by the first day of school for your child. If you have questions or concerns, direct them to the Director. Thank you for choosing The Country Club for kids as your child care center!

Operating Policies

1. Call by 8am if your child will not be attending.
2. Call by 3pm if you are going to be late in picking up your child.
3. Call if someone else is to pick up your child. (They must provide proper ID)
4. Give a 2 week notice if you plan to withdraw your child.
5. Have your child dressed and ready upon arrival. Provide extra clothing.
6. Provide alternate care in the case of emergency for instances when The Country Club for kids cannot provide services (EX: severe weather, extended power outage)
7. Provide alternate care in case of contagious illness. (We send your child home when they have a temperature of 100.5 or higher, are vomiting, have diarrhea, or are clearly in pain with something such as an ear infection).
8. If your child is sick during the day, you will need to pick up your child within an hour.
9. If your child was sick during the night or weekend, we would like to know so that we may watch him/her and to inform other parents, if necessary.

10. To dispense medication, we must have written order from the parent and in the case of prescriptions; the medicine must be in the original pharmacy bottle with label and instructions on it. All over the counter drugs must indicate your child's age on the label or we need a written order from your physician indicating dosage.
11. Make arrangements for bringing/picking up your child when you are going to be early or late. Please call the director to request permanent changes to your child's schedule.
12. Sign a parent's permission slip prior to your child taking a field trip with us.
13. Provide a complete change of clothing, appropriate for the weather, to be left at the school for use when needed. More clothes will be necessary when potty-training.
14. Provide a cancelled check and a signed authorization for electronic checking to pay your weekly tuition.
15. Pay to the nearest $\frac{1}{2}$ hour at half the rate of hourly care.
16. Pay a late fee of \$5 each 15 minute increments after 6pm.
17. All accounts will be billed an additional \$25.00 per returned transfer due to insufficient funds.
18. You must pay usual amounts for weeks with holidays in them. Our tuition is pro-rated for consistent weekly charges.
19. There is no charge for the 2 weeks that we are closed.
20. You must pay usual charge if your child is out sick or on vacation. (We still pay our teachers and hold your spot while you are away.)
21. Healthy snacks and balanced lunches are to be provided by the parents in an insulated lunch box. Infants provide all bottles and food. Diapers and wipes for all children are provided by the family.

I have read and agree to abide by the operating policies. _____ date_____

(parent signature)