

KIND Care Summer Program Contract 2020

Dates/Hours: The KIND Care summer program will be open Mon-Fri, 6:00 AM – 6:00 PM, **Monday May 25 through Friday August 21. The center will be closed on Friday July 3rd^h.**

Registration: (Check one) Registration fees are non-refundable. (Registration fees are waived for DHS families)

- New families and current drop-in status families:

April 18 through May 1st - \$50.00 _____ After May 1st \$75 _____

- Current all year, full-time KIND Care families:

April 1 through April 17 - \$30 _____ After April 17 \$50 _____ After May 1st \$75 _____

Activity Fee: All Families including DHS - \$65.00 X (Due at time of Registration)

Contracted weeks: (Check all that apply)

Week 1, May 25 – May 29 Week 2, June 1- June 5 Week 3, June 8- June 12
 Week 4, June 15 - June 19 Week 5, June 22 – June 26 Week 6, June 29 – July 3
 Week 6, July 6 - July 10 Week 7, July 13 - July 17 Week 8, July 20 - July 24
 Week 9, July 27– July 31 Week 10, Aug 3 - Aug 7 Week 11, Aug 10 - Aug 14
 Week 12, Aug 17 - Aug 21

Check one: 8 or more full weeks _____ 5-7 full weeks _____ 1-4 full weeks _____ Fee -
\$150.00 per week Fee - \$160.00 per week Fee - \$165.00 per week

Contract Changes: Changes may be made to this contract until May 1, 2020. After that date, you must give a paid, written two week notice to make changes.

Fees: You will be responsible for payment of all days and weeks contracted in this agreement regardless if your child does or does not attend. Weekly fees are due in advance on Mondays. A late charge of \$25.00 will be assessed when fees are not paid by 10:00 AM on Monday 10 A.M.

- **How do you plan to pay?** (check one) Weekly _____ Bi-weekly _____ Monthly _____
(Entire summer will be billed out at one time)

Prefer Part-Time Child Care for the Summer?

Drop-In Status: (Check if choosing this option) _____

- You must register your child the same as above.
- The fee for a drop-in day is \$50 whether your child attends all or part of the day.
- You will need to provide a 24 hour advance notice if your child will attend.
- Payments for drop-in days will be due in advance as much as possible. When this is not possible, charges must be paid the following week.

About your Child:

Name _____

Child's Estimated arrival time _____ Estimated departure time _____

Child's T-shirt size: (Circle one) YS YM YL AS AM AL Child's grade (in the fall) _____

Is there anything you would like or need staff to know about your child?

Consent/Liability: I give my consent for (child's name) _____ to participate fully in the W4Cs/KIND Care 2020 Summer Program, including fieldtrips, swimming and off-site visits.

I will not hold W4Cs/KIND Care in Williamsburg, IA liable for any injury or accident related to water activities held in conjunction with the daycare. This includes, but is not limited to, trips to the public or private pools, or for any other activities held at the daycare center.

Parent/Guardian Signature _____

Date _____

All W4C's and K.I.N.D. Care families,

This is just a reminder that all payments are due by **Monday by 10 AM**. Payments are due in advance.

For example:

- If you pay weekly, the payment is due by **Monday 10 Am** of the current week.
- If you pay bi-weekly, payment is due by **Monday 10 Am** of the 1st week, not the second.
- If you pay monthly, payment is due by **Monday 10 AM** of the first week of the month.

The payment box is checked at **10 AM or after each Monday**. If your payment is there, you will not be charged a late fee.

Late fees will be assessed each time there is a late payment. If your payment is short for some reason, I may give you a reminder in your mailbox, but if the payment is short a second time, a late fee will be assessed at that time. If you don't pay the late fee at your next scheduled payment, you may be given a reminder, but if it remains unpaid at the next payment due date, you will be assessed another late fee and they will continue to accrue until paid in full.

You are able to check the balance of your account when you sign your child in or out. When you come to the screen where it says "Welcome" or "Goodbye", you can click on the "Ledger Card" box to see your account charges and credits. I know these can be confusing so if you have any questions, please let myself or Sandy know. If we aren't here when you are, send an email or call.

If you are having problems paying your tuition, please speak with Sandy or Barb. We are willing to try and work with you and your specific situation when you communicate with us.

Barb Blatter
Office Administrator

KIND Care – *Williamsburg Public Library*

This form **MUST** be returned BEFORE your child may check out library books when KIND Care visits the Williamsburg Public Library.

KIND Care Parents,

- **Please set up your family library account with the Williamsburg Public Library as soon as possible.**
- If your family does not have an account, your child may still enjoy visiting the library, but will not be allowed to check out any books. A family library account is needed in order for your child to check out books with KIND Care.
- **The library staff will NOT censor or restrict what materials the children check out.** However, KIND Care staff will do our best to be mindful of what materials are being checked out. If you find that your child has checked out something that you aren't ok with, please let us know.
- **KIND Care will allow the children to check out up to 2 books each week.** Please return the books the following week so they may be returned to the library during our next visit. (If your family decides to return the books checked out during our last visit, please let the KIND Care staff know that those books have been returned.)

My signature below implies that I have read and comply with the above points of interest and that I give permission for my child(ren) listed below to check out books at the Williamsburg Public Library with KIND Care:

Name on your Library Account _____

Child's Name _____ Child's Name _____

Child's Name _____ Child's Name _____

Parent Signature _____ Date _____

updated 4/2020

W4C's / K.I.N.D. Care Admission Agreement

ATTENDANCE:

- I will notify the center staff as early as possible when my child will not be participating or arriving late.
- I or an adult I designate, will bring and pick up my child from the center at scheduled times. All legal parent/guardians will be allowed to pick up their child/ren unless there is a legal document on file at the center stating otherwise.
- I will not permit my child to attend the center if he/she is sick or not able to physically participate in the daily activities.
- If my child becomes sick while at the center, I will arrange transportation for him/her to return home. If a medical emergency arises, the center staff will first attempt to contact me. If I cannot be reached or my established emergency contacts cannot be reached, the staff will contact my child's doctor. If necessary an ambulance or emergency vehicle may take my child to the hospital.

FEES:

Registration Fees: (non-refundable) (waived for DHS and Head Start families)

- W4C's - one-time \$60 per child
- KIND Care each School Year: New and Drop-In families - \$50 Full-time Existing families - \$30 (late registration fees may apply \$75, published deadline is determined each year)
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- KIND Care each Summer: New and Drop-in families - \$50 Full-time Existing families (priority reg.) \$30 (late registration fees may apply \$75, published deadline is determined each year)

Activity Fee: to cover summer fieldtrips.

- KIND Care Summer Families including DHS Families \$65
- Payments of fees are due in advance on Monday's. If fees are not paid by 10:00 A.M. on Monday, a late charge of \$25 will be assessed to my account.
- If my account balance becomes two weeks delinquent, my child/ren must be withdrawn from the center until the entire balance is paid in full.
- Payment is due even if my child is absent during their reserved time slot.
- I will give a two week written notice of withdraw from the program. I will be responsible for regular payments during the two week period. If I do not give a two week notice, I agree to pay the two weeks tuition. Two week notices must begin on a Monday as we bill weekly M-F.
- Contract changes (K.I.N.D. Care only) - I may change my contract at any time with a two week written notice. I will be responsible for regular payments during the two week period. A \$25 fee will apply for each contract change.
- The 1 week's tuition is due (W4C's only), when my child's spot is guaranteed and reserved. This will be applied toward the last week of attendance. (non-refundable)

OTHER PARENT RESPONSIBILITIES:

- I agree to ask questions and share concerns with the child care staff.
- I will dress my child properly for outside in play in current weather conditions.
- I will update the center staff of any changes to my child's file information as soon as I am aware of those changes.
- I give my permission for _____ (child's name) to participate fully in the W4C's / K.I.N.D Care programs.

Parent/Guardian Signature / Date

Director Signature / Date

Over →

Please mark the boxes below that apply to you:

- I would like a receipt each time I make a payment.
- I would like a statement for the month at the beginning of each month.
- I would like a statement for the month at the end of each month.
- I would like a receipt only if I pay with cash.
- I will request a receipt or statement, only when I need one.
- I do not need either a receipt or a statement.
- I will need a statement of all charges and payments at the end of the year for my taxes.