



**Day Care
Fees Agreement
2010-2011 School Year Registration**

PS/PK Child Care

Pre School and Pre Kindergarten Day Care Hours are 11:00 am to 6:00 pm Monday-Friday during regular school days and 7:30 am to 6:00 pm Monday-Friday on no school days. Children must have a lunch or lunch ticket.

Afternoon snack is provided to children who stay later than 3:30.

Kindergarten Child Care

Kindergarten child care runs 3:00pm-6:00pm- Monday- Thursday 11:15 am- 6:00pm on Fridays.

Afternoon snack is provided to children who stay later than 3:30.

On Fridays children must provide a lunch or lunch ticket.

After School Child Care

After school care runs from 3:00 pm- 6:00 pm. Monday –Fridays.

Non School days 7:30 am- 6:00 pm.

Afternoon snack will be provided to children who stay later than 3:30.

There will be a schedule time for children to do homework.

Extended Care

Before school care and extended care will only be offered if a minimum of 3 full time students enroll. It would run from 7:30 am 6:00pm, Monday- Friday, closed on pre planned holidays. Children must provide there own morning snack. Children must have a lunch or lunch ticket.

- **These schedule days do not include Early Release or Non School days.**
- **You will be charged for the above days if used.**
- **There will be an extra charge if you exceed your normal schedule time.**
- **Additional hours will be charged at \$ 3.50 per hour**

Drop-in rate based on available space and 24 hour notice \$4.25 per hour

*All fees will be auto-deducted from your checking account on the 10th of each month
A list will be kept at the sign out box to check your monthly auto deduction.
No notices will be sent.*

Drop-in care means an occasional use of the daycare. (Once or twice a month)

REGISTRATION FEES
All fees are non-Refundable

Registration Fee-----\$ 50.00-- --New Families
\$ 25.00----All Returning Families
Daycare Collection Fee----\$ 40.00-----New Families

(One time fee unless you change your account)

By signing up on specific days when you enroll, you are reserving a space and qualified staffing will be provided for your child.

There are no refunds or reductions for days that are missed.

OTHER FEES SCHEDULE

****Late Pick-up Fees-----\$25.00/6:00-6:15 pm AND \$1.00 for every Minute after 6:15 pm this fee will be auto deducted from your checking account. A notice will be given to you of the amount that will be auto deducted before it is done. If you will be late please call our Day Care phone line- 541-973-6330**

- **Parents of Drop-in care must sign time out for child or you will be Automatically charged to 6:00 pm**
- **There will be a minimum charge of 1 hour in Drop-in care.**
- **Prices do not include Early Release or Non School days.**
- **There will be an extra charge if you exceed your normal schedule time.**
- **Additional hours will be charged at \$ 3.50 per hour.**
- **A withdrawal or any kind of change in status requires a 2 week written notice to the Director, Denise Cole and the Bookkeeper, Terry Fry.**

ADMISSIONS

Sacred Heart Catholic School admits students of any race, color, national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to the students of this school. Sacred Heart Catholic School adheres to the policy of nondiscrimination of the Archdiocese of Portland.

Entrance Requirement:

Must be 3 years old and must **be completely potty trained.**

(Meaning: no pull ups, able to wipe themselves.)

Other words they must be self sufficient in the bathroom.

No pacifiers or bottles are allowed.

PS & PK- Please provide a blanket, small pillow and a change of clothes for your child that can be left at school for rest time. Please label all items.

Blankets should be taken home weekly to be washed.

LUNCHESES – Lunches must be provided by the parent/guardian. The School lunch program is available on Full School Days. No hot lunches served on half days or vacation days. A school menu and schedule will be provided to the parents at the first of the school year which will identify no school lunch days. On days that lunch is not served at the school, or if you do not wish your child to participate in the school lunch program, a sack lunch must be provided. If no lunch is provided it will be parent's responsibility to bring your child a lunch. Do not send food items that must be cooked: example no frozen foods, Mac-cheese, uncooked noodles dishes. We will reheat items that have been cooked. Provide your child with items they need spoons, forks, cups etc.

Snacks- Afternoon snacks will be provide to children who are here after 3:30.

Acknowledgement of Acceptance

Family Name _____

THIS AGREEMENT is made and entered into this _____ day of _____, 20____, by and between Sacred Heart Catholic School and the parent(s) / guardian(s) herein referred to as Parents.

We, parents, desire to enroll the following child / children into Sacred Heart Catholic School Daycare for the school year 2010-2011. We hereby accept full responsibility for payment of tuition and fees for these children.

We jointly and severally promise to pay to Sacred Heart Catholic School the amounts indicated at the scheduled due dates according to the payment plan selected by us and shown on **Schedule A**, which is an integral part of this agreement.

Time From _____ **to** _____ **Grade** _____ **Teacher** _____ **Boy/Girl**
Days to Attend

Monday **Tuesday** **Wednesday** **Thursday** **Friday** **Drop in**

List Daycare Participants Only

| Name of Child(ren) being Enrolled | | | Nick Name | Birth Date | Religion | |
|-----------------------------------|--------|------|-----------|------------|----------|--|
| First | Middle | Last | | | | |
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We understand and agree to comply with the provisions of this Tuition, Fees Agreement and Schedule A Form.

All families understand that their children are only accepted for enrollment after registration fees are paid, all paper work is turned in and space is available.

Please complete all forms and return with them with the following

- Registration Fee
- Schedule A—with a voided check
- Emergency Forms

Signature of Parent or Legal Guardian

Printed Name

Date

Office Use Only

Date Received

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Check Number

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Initial

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School Use Only

Registration Fee
New Families

\$50

Registration Fee
Returning Families

\$25

Daycare Collection Fee

\$40

Received

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***All above due before Child can
be excepted into daycare***