

Sanders Academy For Excellence LLC Contract

Beginning _____ childcare services will be provided for _____ . Services will be provided on the following days of the week _____ for the following times _____. A weekly rate of _____ will be paid on _____.

All childcare tuition must be paid prior to receiving care; a late fee of \$10.00 per day will be assessed or services may be suspended until the account is current.

Registration fee: A \$75 non-refundable fee is due upon registration to secure placement.

Supply fee: An annual supply fee of \$125 is due upon enrollment with the first month's tuition.

Extended Absence: In cases of absence due to maternity leave, family emergencies or extended leave from your job, Sanders Academy For Excellence will require ½ your month's tuition for the entire time of your child's absence in order to hold your child's position. We must receive a two week written notice and the leave must be for longer than two weeks.

Refunds: No refunds will be given for absences, sick days, holidays, etc. The tuition you pay reserves a space for your child.

Returned checks: A \$30.00 returned check fee will be charged for any returned checks. After a check is returned, the account becomes a cash only account.

Overtime: Parents who pick up their children after the regular closing time are charged a late fee of \$10.00 per each minute. Habitual tardiness may result in termination.

Trial Period: There is a four week trial period, beginning the day your child actually begins care. Either party may terminate this agreement within the trial period, with a twenty-four hour notice, with or without cause. No pre-paid fees will be refunded upon cancellation by the parent.

Withdrawal: Parents may terminate this service by giving two weeks written notice. You are still responsible for paying two weeks tuition.

Termination: I reserve the right to re-evaluate any child or family's continued participation in this program to determine that the program can meet the needs of the child and family. Failure to abide by these policies may result in termination. Unless the child is a danger to their self or others in care, a two week notice will be given and there will be **no refund of prepaid fees** or tuition.

I reserve the right to enforce these policies at will. Lack of enforcement of a certain policy, at any given time, does not indicate that a particular policy is no longer in effect.

I/We have read and do understand and agree to abide by all the terms stated in the childcare contract. I also understand the terms and conditions may change as needed. I understand that I will be notified in writing of such changes.

Mother/Guardian Signature _____ Date _____

Father/Guardian Signature _____ Date _____

Deidre Sanders/Director Signature _____ Date _____