

HPMS TODDLER Afternoon Care Contract 2020-21

Child's Name _____

MONTHLY AFTERNOON RATES AFTER MORNING MONTESSORI.
THESE FEES INCLUDE MORNING TUITION of \$735

Same pick up time 5 days a week. **Circle your choice.**

| | | |
|-------|---------|---------|
| 12:30 | 3:00 | 4:00 |
| \$895 | \$1,155 | \$1,275 |

OR

Flexible Afternoon Schedule

LESS THAN FIVE DAYS OR DIFFERENT TIMES ON DIFFERENT DAYS

| | | | |
|---------------|-------|------|------|
| Pick up Times | 12:30 | 3:00 | 4:00 |
| Daily Rate | \$8 | \$21 | \$27 |

| | | | | | |
|---|--------|---------|-----------|----------|--------|
| Write your pick up times here plus the corresponding daily rate. | Monday | Tuesday | Wednesday | Thursday | Friday |
| | | | | | |

Add daily rates for weekly rate of \$ _____

Multiply weekly rate by 4 weeks for monthly rate of \$ _____

Add afternoon care monthly rate + morning tuition of \$735 =

\$ _____ total monthly tuition for flexible plan

Should your needs change throughout the year, feel free to fill out a new contract.
At least one week's notice of change is needed.

Please review and keep Page 2 for your records. Please sign below.

I/we understand and agree to the terms of this AFTERNOON PROGRAM Contract.

Parent Signature

Date

Parent Signature

Date

A copy of this page will be placed In your parent box.

HPMS TODDLER AFTERNOON CARE 2020-21

DROP-IN CARE is \$12/hr. and must be approved by Sarah or Stephanie. Drop-in time is provided on a space-available basis.

LATE FEES: Our staffing schedules correspond to the number of children in attendance. Please pick up your (child)ren on time. If you are going to be late, please let us know. The following late charges apply: 6 to 15 minutes late: \$5.00 / Each additional 15 minute interval: \$5.00 / After 4:30: \$1 per minute.

OTHER THINGS TO KNOW ABOUT TODDLER AFTERNOON CARE:

- HPMS will provide water, organic whole milk, and milk substitute at lunch, and a healthy afternoon snack and water at 3:15pm.
- Children who nap may bring a blanket and /or soft toy and pillow. On Fridays we send nap items home for laundering.

PARENTS AGREE:

- To pick up their child(ren) at the contracted time unless other arrangements have been made with Sarah or Stephanie.
- To notify the school if a child is to be sent home with someone other than the parent.
- To notify the school if a child who is in the Afternoon Program will not be attending that day.
- To notify the school if the child will not be using holiday care at the reserved time.
- To not bring a child if he/she is ill.
- To provide a bag lunch, weather-appropriate clothing, and an extra change of clothing and inside shoes.

STEPS THE SCHOOL TAKES IF A CHILD IS NOT PICKED UP BY 4:30pm

- 1st step: Staff will call all parent notification numbers at 4:30, and again every 5 minutes thereafter.
- 2nd step: Staff will call emergency notification numbers at 5:50.
- 3rd step: If after 1 hour staff has not been able to reach a parent and/or emergency contacts to make suitable arrangements, child protection will be contacted.
- No child will be left unattended.

NO SCHOOL/HOLIDAY CARE AVAILABLE DAYS: Refer to the school calendar. These are days when the Montessori classes are closed, but holiday care is available. Two weeks prior to these days, a sign-up sheet will be posted next to the parent mailboxes. Limit of 12 children. A minimum of 4 children is required to be able to offer care. We will give you at least a week's notice if fewer than 4 children sign up. If a child is signed up for holiday care with the same (or fewer) hours than on regular school days, there is no additional fee. For children who are signed up for hours that go beyond their contract, Afternoon Care rates will be charged.