

## 2017-2018 Before/After School Care Program Contract

Student Name(s): \_\_\_\_\_

This contract covers Before & After Care services to be provided for the 2017-2018 school year. Before & After school care shall begin on the first day of school and shall end on last day of school. Below is a summary of charges that you, *the parent or guardian*, are responsible for paying. Also listed are new policies concerning behavioral write ups. Please read all policies carefully before signing this contract.

1. Daily Rate: **Before Care**~ \$5 per day for one child and \$3 per day for each additional child. Weekly payments will be due on the First day before care is needed for the week.  
**After Care**~ \$8 per day for one child and \$6 per day for each additional child. Weekly payments will be due on the Friday before care is needed. Please note: If payment is not received the Friday before care is needed, a \$10 late fee will be charged when payment is received. If payment is not received after one week, the supervisor may temporarily suspend services until payment is received and additional charges will be added to the account.
2. No School & Snow Days: Before & After care is not offered on days in which school is not in session.
3. Absences: If a child is absent from school for 3 consecutive days or more, a credit will be given for these days. If a child attended school but does not attend aftercare, credit will not be awarded for that day.
4. Late Pick-Up Fees: After school care hours are from 3:30-6:00 pm. Failure to pick up your child(ren) promptly will result in a late pick-up fee. The late fee is \$5 per 5 minutes late. Failure to pay a late pick-up fee promptly will result in temporary suspension of services until payment is received. After 3 late pick-ups in one school year, the supervisor has the right to suspend after school privileges.
5. Changes: **After Care**~ Please send a note in with your child if a change in schedule arises. You may also email Michelle directly at [manderson@westampton.com](mailto:manderson@westampton.com). No changes will be made after noon on the day in which the change concerns. If a change is received after noon, the child will be sent to aftercare and must be picked up and signed out as usual. PLEASE NOTE: Credits will not be awarded for changes in schedule.
6. Behavioral: All children are expected to abide by school and Before/After Care rules. Rules will be reviewed with each child on the first day and will be posted within each group or classroom. Upon first offense, a written notice will be given to the parent and the child will serve a detention on that day in Before or After care. In the event of a second offense, Before/After Care services will be suspended for one week. After a third offense, , Before/After Care services will be suspended for the rest of the year.

I, \_\_\_\_\_ have read this contract and understand the charges and fees that will be applied to my account. I further understand that failure to make tuition payments on time will result in the temporary removal of my child(ren) from the program. Further non-payment will result in the termination of this contract and all charges are due on my account within thirty (30) days. I also understand the policies in place in the event of behavioral infractions. Furthermore, I understand failure to sign and return this contract will result in suspension of services until the contract is returned.

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Parent or Guardian Signature

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Date