

Creative Years Preschool - Half Day Program

SUMMER CAMP 2024 ENROLLMENT APPLICATION

Child's Name _____ (circle) M F Birthdate _____

___ No changes to personal information.

___ I need to update address, phone number, pick up contact or other (we will give you a form).

ENROLLMENT:

- | | <u>3's and older</u> | <u>2's only</u> |
|--|------------------------------|-----------------|
| <input type="checkbox"/> Monday, Wednesday, Friday | \$155 week | \$165 week |
| <input type="checkbox"/> Tuesday & Thursday | \$130 week | \$140 week |
| <input type="checkbox"/> Monday-Friday | \$225 week | \$235 week |
| <input type="checkbox"/> Lunch Bunch on Wednesdays | \$25 sign up/\$30 occasional | N/A |
| <input type="checkbox"/> I would like to get the special Camp T-Shirt: \$15 (charged with 1 st week of attendance).
Please mark size (sample sizes in office): <input type="checkbox"/> XS <input type="checkbox"/> Small <input type="checkbox"/> Med | | |

Tuition for weeks 1-5 is due on June 1st and for weeks 6-9 is due on July 1st.

Enroll for all 9 weeks and get 1 week FREE. Tuition for this "special" is due June 1st.

Please check the weeks you want your child to attend:

- | | | <u>Wednesdays Only</u> |
|--|---------------------------------|------------------------|
| <input type="checkbox"/> Wk 1 Space Camp | June 10 - June 14 | ___ Lunch Bunch |
| <input type="checkbox"/> Wk 2 Pirates & Princesses | June 17 - June 21 (closed 6/19) | ___ N/A, closed |
| <input type="checkbox"/> Wk 3 Amazing Animals | June 24 - June 28 | ___ Lunch Bunch |
| <input type="checkbox"/> Wk 4 Mini Chef | July 1-5 (closed 7/4 & 7/5) | ___ Lunch Bunch |
| <input type="checkbox"/> Wk 5 Mud & Goo | July 8 - July 12 | ___ Lunch Bunch |
| <input type="checkbox"/> Wk 6 LEGOS & Engineering | July 15 - July 19 | ___ Lunch Bunch |
| <input type="checkbox"/> Wk 7 Camping | July 22 - July 26 | ___ Lunch Bunch |
| <input type="checkbox"/> Wk 8 Dinosaur Romp | July 29 - August 2 | ___ Lunch Bunch |
| <input type="checkbox"/> Wk 9 Beach Party | August 5 - August 9 | ___ Lunch Bunch |

CHANGES TO YOUR SCHEDULE: You will be charged for all weeks your child is signed up, regardless of attendance. To cancel weeks 1-5 you must provide a notice via e-mail by May 1. To cancel weeks 6-9 you must provide a notice via e-mail by May 31. E-mail: info@creativeyears.com

Signature _____

Date _____

Print Parent Name: _____



Creative Years Preschool

ADMISSION AGREEMENT, HALF DAY PROGRAM

CHILD'S NAME

M F
CIRCLE AGE

PARENT'S NAME

Creative Years Half Day program is designed for children ages two through five. Your child may enroll for five, three or two days per week.

REGISTRATION

Initials There is a non-refundable registration fee for continuous enrollment. This fee includes an emergency pack of supplies for three days. Yearly there is a re-registration fee to register your child for the next school year. Enrollment is complete when the fees are paid, and all required forms are given to the school. Enrollment is considered void when the terms of this agreement are violated. A child who drops and re-enrolls will be considered new to the school.

DEPOSIT

Initials A deposit is due at the time of registration. The deposit will be applied towards your child's last two weeks of enrollment (30 days written notice is required for withdrawal).

WITHDRAWAL AND SCHEDULE CHANGE POLICY

Initials A 30 day written notice is required when withdrawing from Creative Years. You are responsible for the full 30 days tuition. Your deposit will be credited to your account and payment in full is due at the time notice is given. Any credit balance will be refunded at the end of the 30 days.

TUITION

Initials Tuition is due on the 1st of the month. **Please pay promptly.** Late fees will be charged on the 9th and every Monday there after until the tuition is paid in full. Continual lateness may result in Creative Years no longer being able to serve your child. Tuition is due for all days your child is signed up. Missed days due to illness, holidays, or for any other reason will not be credited. Also, missed days may not be made up, credited, rescheduled, or switched for other days. Tuition is calculated based upon a level payment plan. The monthly payment remains the same, September through May, regardless of the number of school days in a month. August and June are charged only half a month rate. There is a separate fee for tuition for the summer program.

OPERATING DAYS

Initials Creative Years Half Day Program operates on a traditional school schedule. Please refer to the school calendar for the days we are closed.

STATE LICENSING

Initials Creative Years is licensed by the State of California, Department of Social Services Community Care Licensing. The licensing agency retains the option of interviewing staff and children and inspecting the facility records without prior consent. The licensing agency also requires specific information to be on file at the school.

Please turn over, signature required →

SNACK

Initials Creative Years will provide all snack food and drink for the children.

CELEBRATIONS

Initials We do not serve any candy, cake, cookies, or desserts at Creative Years. Please do not disappoint your child or embarrass us by bringing in a food or drink item that we cannot serve. This policy applies to all items brought in for birthdays, celebrations, and holidays. This policy also applies to anything put into children's cubbies, no goodies bags/gifts. (Please see the office for a list of acceptable items.)

PHOTOGRAPHS AND VIDEOS

Initials Photos and videos will be taken of your child throughout the year to be used in school, in various advertising materials, web/social media, or in year-end books. If you do not want your child's picture taken, please notify the Office.

DROP OFF AND PICK UP

Initials Creative Years Half Day program is open from 9:00 am to 12:00 pm (2:00 pm on Lunch Bunch days). Please, do not be early or late dropping off or picking up your child. Teachers have other obligations and need to use the time to complete their work. Late pick up fee is \$20 for every 5 minute increments.

DIAPERS/WIPES

Initials Families are responsible for providing diapers/wipes for their child in the 2's program. If your child runs out your account will be charged a fee of \$2.00 per diaper needed. We do not guarantee the sizing of diapers.

CHANGES TO THIS AGREEMENT

Initials Any changes to this agreement will be posted 30 days prior to the effective date. Also, Creative Years has the right to terminate enrollment for any reason. Creative Years will determine the final interpretations of this agreement.

COURT COSTS

Initials You agree to pay all collection costs incurred by Creative Years including, but not limited to: court costs; staff time, late fees and interest on payments. If taken to court, you can expect to pay a minimum of 40% more than your original delinquent amount.

Initials Creative Years does not discriminate based on sex, race, religion, or national origin.

I HAVE READ AND UNDERSTAND THE ADMISSION AGREEMENT AND THE PARENT'S HANDBOOK.

Initials

PARENT SIGNATURE

PARENT SIGNATURE

DATE



Creative Years

AUTO CREDIT CARD BILLING

Family Name: _____

I, _____, authorize Creative Years Infant Center & Preschool to charge my Credit/Debit Card: VISA / MASTERCARD / AMEX / DISCOVER

Account # _____

Exp. date ____ / ____ Security Code _____

____ I understand that my card will be charged for the balance due on my account.
Initial

If the card declines for any reason, there will be a \$25 administrative fee. We will contact you on how to proceed with making your payment.

Billing address: _____

Zip code: _____

Card Holder's Signature

Date