



School Year 2026-27

→ Please fill out the following form and return it to the office team.

| | |
|-----------------------|------|
| Child's Name: | DOB: |
| Parent/Guardian Name: | |
| Address: | |
| Cell Phone: | |

→ Please circle which option you are requesting:

Option 1: 7:30 a.m. to 5:30 p.m. (10 hours)

Option 2: 7:30 a.m. to 4:00 p.m. (8.5 hours)

→ Please circle the days of the week that you are requesting:

| | Monday | Tuesday | Wednesday | Thursday | Friday | |
|--------------------------------|--------|---------|--------------|--------------|--------------|--------------|
| | | | <u>5 day</u> | <u>4 day</u> | <u>3 day</u> | <u>2 day</u> |
| Infants & Tiny Tots (10 hour) | | | \$ 3,071.87 | \$ 2,514.48 | \$ 1,975.66 | \$ 1,356.33 |
| Infants & Tiny Tots (8.5 hour) | | | \$ 2,803.62 | \$ 2,167.65 | \$ 1,672.19 | \$ 1,139.57 |
| | | | | | | |
| Sprouts 1 & 2 (10 hour) | | | \$ 2,737.43 | \$ 2,291.52 | \$ 1,796.06 | \$ 1,251.04 |
| Sprouts 1 & 2 (8.5 hour) | | | \$ 2,328.68 | \$ 1,975.66 | \$ 1,657.87 | \$ 1,137.56 |
| | | | | | | |
| Preschool/Pre-K (10 hour) | | | \$ 2,428.99 | \$ 2,050.44 | \$ 1,634.04 | \$ 1,129.32 |
| Preschool/Pre-K (8.5 hour) | | | \$ 2,094.60 | \$ 1,760.23 | \$ 1,492.70 | \$ 971.60 |
| K-Prep (10 hour) | | | \$ 2,406.40 | \$ 2,031.33 | \$ 1,619.35 | \$1,119.26 |
| K-Prep (8.5 hour) | | | \$ 2,075.39 | \$ 1,744.08 | \$ 1,479.01 | \$962.68 |
| | | | | | | |
| Hourly rate for all ages | | | \$ 28/hour | | Extra Day | \$95 |

Returned Checks/Late Charges:

Whatever fee we are charged for a returned check will be charged to the account at the time we are notified. These fees vary based on the banks. A \$25.00 late fee will be charged for any tuition that is paid past the 10th of any month.

New Child Care Reservation: We require a \$500 deposit (per child), 50% of your first month's tuition and a \$100 non-refundable processing fee. The deposit will be held to apply to the child's last month of attendance ***IF a 60-day written notice*** for departure is given. The 50% down payment will be applied to

your first month and the remainder will be due at the time the child starts. This is non-refundable if you decide at the last minute not to attend BCC. At no point will BCC hold more than \$500 per child as a deposit.

****The advance payment is not a security deposit and is not held in an interest-bearing account****

Re-enrollment Reservation:

A \$500 deposit per child will be collected to secure a spot in the upcoming academic year. Should your child be withdrawn at the last minute from BCC the \$500 deposit is **non-refundable**. This deposit will EITHER be applied to your September tuition or held should there not currently be a deposit in place for some reason. At no time will BCC hold more than \$500 as a deposit for the child's last month of enrollment.

Start Date: I agree to pay for childcare services as of the following date: _____. If I do not begin on this start date and/or do not pay for childcare services as of this date, then I will forfeit my childcare reservation and all advance payments that I have made.

Withdrawals: BCC is open 12 months a year with a September – August calendar.

A 60-day written notice is required to withdraw from the center. This request must be received in writing to the center director. Providing this 60-day notice is given, your \$ 500.00 advance payment will be applied towards your last month's tuition. Failure to give a 60-day notice will result in forfeit of your \$500.00.

Schedule Changes: **A 60-day written notice** is required to make any schedule changes. This request must be submitted in writing to the center director within 60 days of the child's last day. A notice is also required if you are reducing days of your originally agreed tuition prior to the change being implemented.

Extra hours: Extra hour requests are granted as BCC can maintain the health, safety, and state ratios in the room that the child is enrolled in. These hours are added to the following month's bill for payment.

Sibling Discounts: Siblings that are enrolled at least 4 days per week will receive a 5% discount off the total monthly tuition. Sibling discounts do not apply to extra days.

Inclement Weather Policy: BCC will close when the Bedford Public Schools are closed for inclement weather or when weather conditions are hazardous to the safety of children, families and staff. A delayed opening means that BCC will open at 9:30 am. In the event of an emergency (loss of power, heat, plumbing etc.) BCC may have to close. In the event of BCC closing, an email will be sent out to all families informing them of the closure. In the event of an early release due to unsafe travel conditions an email will be sent out and each parent on the contact list will be called and notified of the time they are required to pick up their child. **Tuition is not refunded due to full day or early closures.**

Late Charges: BCC closes promptly at 5:30 p.m. All parents should be in the building by 5:20 p.m. as the center closes doors at 5:30 p.m. There is a late fee of \$2.00/minute per child for pick-up times (i.e. 4:00 and 5:30). This late fee will be added to your next month's bill.

Family Referral Reward: We are always looking for new families to keep up enrollment, and our current families are our best marketers. If a new family enrolls and mentions that you referred us to them, you will receive credit for your tuition of 10% of **their** 2nd month's tuition at the center.

Security Monitoring: Please know that BCC is monitored by a ring camera that records both sound and video anytime it is triggered by movement.

I agree to pay for my child's allotted spot whether my child attends school or not. These days include sick days, inclement weather days, emergency closings, weekly and extended vacations, teacher professional days and holidays that BCC is closed. I understand and agree to the conditions of this registration form.

Parent signature: _____

Date: _____

