



Growing Minds Preschool and Daycare
603.354.3977
Hours: Monday through Friday
6:30am – 5:00pm

Growing Minds Preschool and Daycare will be closed on the following National Holidays:

- New Years Day
- Martin Luther King Day
- Presidents Day
- Memorial Day
- Independence Day
 - Labor Day
 - Columbus Day
 - Veterans Day
 - Thanksgiving
- Day after Thanksgiving
 - Christmas Eve
 - Christmas Day

PLEASE NOTE: As a privately owned school, we are allowed to make any necessary changes to the closing schedule. You will be informed as far in advance as possible.

You will be charged your regular tuition rate for these days.
You may use your vacation days if you give written notice.

REGISTRATION FEE \$40 per family upon enrollment

Day Care Tuition

Infant classroom
\$225 per week

Toddler 1 classroom
\$220 per week

Toddler 2 classroom
\$215 per week

Preschool classroom
\$205.00 per week

Infant- under one year of age

Toddler 1- Your child will be considered ready for the Toddler 1 classroom when they are walking and over the age of one.

Toddler 2- Your child will be considered ready for the Toddler 2 classroom when they are over the age of 2 and developmentally ready

Preschool- Your child will be considered ready for the Preschool classroom when they are potty trained and over the age of 3

PLEASE NOTE: Every child and situation is different. We have the final decision on classroom placement. We will discuss all classroom changes with the family before changes have been made to ensure it is the right move for the child. Though your child may be considered ready to be moved up in classroom, your child may have to wait until an open spot becomes available in that room.

TUITION and POLICY AGREEMENT

TUITION

1. Tuition must be paid on a weekly basis. Payment must be made on the Friday for the next week. **A late fee of \$10.00 will be added to any account that payment has not been made by Friday.** If payment is not made by the Friday before the following week daycare services will be discontinued until the account is paid in full. Re-enrollment will require the full registration fee.
2. A written two-week notice is required prior to terminating a child's enrollment. Payment will be required for the two weeks after notice is given.
3. Accounts that are left unpaid will be charged \$10.00 weekly.
4. There will be a \$25.00 service fee for any returned check

5. You can pay by cash, checks made out to Growing Minds, or by debit card (**you will be charged the 2.75%**).

VACATION

You are responsible for paying when your child is out due to vacation unless:

- You will earn one-week vacation (# of days that your child is enrolled weekly) per year only after completion of 6 months of continuous enrollment.
- You must give written notice prior to using your vacation days.
- Vacation must be used in the year it is earned.

SICK DAYS

Full tuition will be charged for the enrolled days during a child's illness.

LATE POLICY

Growing Minds closes at 5:00 pm. **Please arrive a few minutes prior to 5:00 pm in order for the teachers to complete closing routine.**

Late fee:

An additional \$1.00 every minute you are late will be charged to the parent after 5:00pm.

If a parent fails to pick up a child after closing time the staff will attempt to contact the parents and all Emergency numbers. If unable to contact anyone within one hour the police will be notified to pick up the child.

If you are using state funding, YOU are responsible for making sure it continues. YOU are responsible for updating any information needed at the DHHS office. YOU are responsible for the difference between Growing Minds tuition rate and the rate the state covers.

CHANGE OF CONTRACT

To change your contract and bill you must submit a request in writing two weeks prior to the change . You are responsible for tuition according to the old contract until the change goes into effect.

I have read and agree to the Tuition and Policy agreement.

Parent Signature: _____ Date _____