

Here We Grow ELC, LLC Admission Agreement

Here We Grow Early Learning Center

In Acceptance of my child into Here We Grow ELC, LLC (Here We Grow Early Learning Center), I agree to the following terms:

1. This agreement is to provide early care and education services as herein defined under the terms and conditions, and is made as of this date _____ by and between Here We Grow ELC, LLC and _____ Parent(s)/Guardian(s) for the care of _____ (child's name)
2. A \$200.00 annual enrollment fee, and \$1,000 deposit upon enrollment will be charged. The deposit will be applied to the 1st month's tuition- all fees are NON REFUNDABLE even if a student does not end up starting for any reason.
3. Tuition Rates are based on the current expenses of the center to operate a high quality program for the children. The prices may change at any point with a 30 day notice for all families.
4. **Payment of tuition fees are due on the 1st day of each month.** Accounts delinquent after the 10th will have a late fee of \$10.00 added to their account and if necessary, may have their contracts terminated. If Here We Grow ELC, LLC finds it necessary to implement collection procedures, the Parents/Guardian(s) shall be responsible for payment of all collection costs including reasonable attorney's fees.
5. A late fee will be charged for children who are left after their scheduled pick-up times. Currently late fees are \$1.00 per minute. Late fees will be tripled after the third occurrence. In the case of perpetual lateness, Here We Grow ELC, LLC reserves the right to terminate the contract.
6. For all new children, verification must be provided for all currently required immunizations PRIOR to their first day of school. A physician's report is required within 30 days of admission.
7. Children's records will be kept confidential with the following exceptions: Community Care Licensing, teachers, and Here We Grow administrative staff. Records may be shared with other agencies if Parent(s)/Guardian(s) provide written approval.

8. TERMINATION AGREEMENT

A. A 30 day written Notice must be given when a child is withdrawn from Here We Grow ELC, LLC. Parent(s) /Guardian(s) shall be responsible for payment of tuition fees during a 30 day period.

B. The Director and/or Owner of Here We Grow, ELC, LLC reserves the right to immediately terminate this agreement and discontinue any child's participation by giving personal and written notice to the child's Parent(s)/Guardian(s), and returning any unused portion of that month's tuition fees.

9. This agreement is based strictly on monthly enrollment periods. **No credit will be given or substitution days allowed for absences, scheduled school closures, holidays, or**

emergency closures.

10. Parent(s)/Guardian(s) acknowledge and agree that Here We Grow ELC, LLC is not responsible for lost or stolen items.

11. Parent(s)/Guardian(s) acknowledge and agree that photographs may be taken of the children for classroom/ center displays and to record children’s developmental process.

12. Parent(s)/Guardian(s) have the right to inspect Here We Grow ELC, LLC in accordance with the Health and Safety Code Section 1596.857 (State Dept. of Social Services)

13. Authorized representatives of the Community Care Licensing, California Department of Social Services shall have authority to:

A. Interview the children or staff, and to inspect and audit the facility records without prior consent.

B. To observe the physical condition of the child(ren), including conditions which could indicate abuse, neglect, or inappropriate placement, and to have a licensed medical professional physically examine the child(ren).

14. Parent(s)/Guardian(s) acknowledge that they have received and read a copy of the Parent Handbook and agree to all policies and procedures described therein.

15. Parent(s)/Guardian(s) acknowledge that if they arrange for child care services on or off the premises, including transportation to or from home, to be provided by a **Here We Grow ELC, LLC employee, such persons are not acting within the scope of their employment** or acting as agents of Here We Grow ELC, LLC when providing these services and Parent(s)/Guardian(s) release Here We Grow ELC, LLC from any liability or obligation with respect to such off-duty child care services.

16. If my child is injured at school, I agree to be responsible for the cost of all care rendered under any circumstance. The school is not responsible for any costs incurred.

17. Here We Grow ELC, LLC reserves the right to modify any of the conditions of this agreement with a 30 day written notice to the Parent(s)/Guardian(s).

18. My child will be attending Here We Grow Early Learning Center the following Days and Hours:

Days and schedule agreed upon:_____

Tuition agreed upon: _____

Signature (required for all responsible parties)

_____Date_____