



ENROLLMENT

- **Application:** All new enrollees require a non-refundable Registration Fee of \$100.00 with the signed contract.
- **Deposit:** A \$500.00 deposit is required with the signed contract. This deposit will secure your child's place in the program and will be applied to the last month's tuition, provided all financial obligations have been met.
- **Tuition Payments:** Save up to \$1,000.00 when you pay the annual tuition in full by August 1 with a 5% discount. Tuition is calculated on an annual basis and payable either annually or monthly. Tuition is due the 1st day of each month for the following month. For example, the tuition for the month of September is due by August 1.

WAIT LIST

The Center or portions of the program may be at full capacity. You will have the option of having your child's name added to the Wait List with this process:

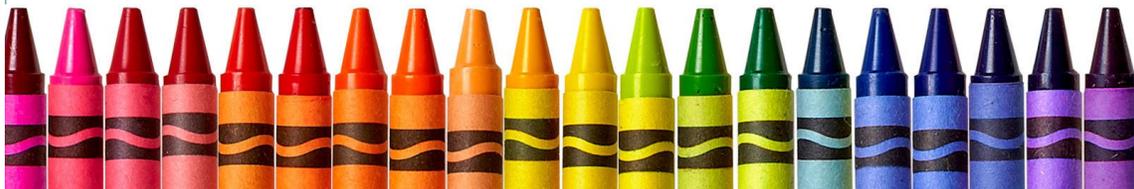
- Parent must complete the Enrollment Application, making sure that it is signed and dated by both parents or guardians.
- Return the application to the Center with a nonrefundable \$25.00 Wait List fee.
- When an opening becomes available, the Director will determine eligibility.

HOLIDAY SCHEDULE

The 2021-2022 School Calendar will be distributed in August.

The Center will be closed on the following dates:

- Labor Day
- Thanksgiving Day & Thanksgiving Friday
- Winter Break (week between Christmas Eve and New Year's Day)
- Good Friday
- Memorial Day
- 4th of July (or alternate date)
- Last Friday in August (Staff In-service Day)



12006 Jenifer Road
Cockeysville, MD 21030
410.252.8095



Padonia Park Child Centers Application/Contract for Admission 2021-2022

Check One:	New	Change	Renew	Waitlist
Date of Application:			Desired Start Date:	
Child's Information:				
Last Name:		First Name:		Middle Name:
Current Age:		Gender:		Birthdate:
Street Address:				Home Phone:
City:		State:		ZIP Code:
Referred by:		Flex Spending Receipt—Circle: Yes No		Custody Arrangement: <i>Attach copy of custody court order.</i>
Parent/Guardian Information:				
Guardian 1:			Guardian 2:	
Street Address:			Street Address:	
City:			City:	
State:			State:	
ZIP Code:			ZIP Code:	
Home Phone:			Home Phone:	
Cell:			Cell:	
Employer:			Employer:	
Occupation:			Occupation:	
Business Phone:			Business Phone:	
Email:			Email:	

2021-2022 Tuition

	Yellow Classroom Infant Program	Red Classroom Toddler Program	Green Classroom Approx. 18-36 months	Orange Classroom Approx. 30-48 months	Blue Classroom Pre-Kindergarten	Kid's Club Kindergarten-Grade 5
	1:3 ratio	1:3 ratio	1:6 ratio	1:10 ratio	1:10 ratio	1:15 ratio
Monthly	\$1,950	\$1,950	\$1,580	\$1,480	\$1,480	TBA

Annual contract required. School year runs from August 30, 2021 through August 25, 2022. Director determines placement. Shown as monthly payments.

OFFICE USE ONLY

START DATE / /	NEW REGISTRATION FEE	CHECK #	ACCT. INTL	DATE / /
CLASSROOM	DEPOSIT	CHECK #	WITHDRAW DATE / /	NOTES



2021-2022 Padonia Park Child Centers Registration Agreement

This Registration Agreement is made by and between Child Care International, Ltd., dba Padonia Park Child Care Centers (the "Center") and the parent or legal guardian whose name appears below ("Parent"). The 2021-2022 school year will run from Monday, August 30, 2021 through Thursday August 25, 2022.

Parent wishes to enroll their child/children in the Center's child care program, and the Center is willing to accept the child into the program subject to the terms and conditions listed below.

1. **Arrival and Pick-up.** Parent acknowledges and agrees that no child may arrive earlier than 7:00 am. Parent must walk their child/children to the outside classroom door of the building each day, where each child's temperature will be taken with a thermometer that Parent shall provide at check-in. Parent shall sign each child in and make certain the teacher acknowledges that each child is present. Minor siblings are not permitted to deliver or pick up children. Parent or a responsible designated adult, will walk to the outside classroom door of the building to pick up each child, and sign them out with the teacher. Parent will always keep my child within my arm's reach until check-in is complete. Parents shall pre-check both the parent's temperature and each child's temperature 30 minutes prior to arrival to the Center. Any person evidencing a fever over 100.0 will not be permitted on the property until he or she has been fever free without medication for over 72 hours* or within current CDC regulations. Parents shall not be permitted to walk through the hallways of the Center at any time.

A. **Pick-up and Late Fees.** Pick up is at the outside door to the classroom. If a Parent is picking up a child at any time other than normal pick up time, they must notify the teacher at least 1 hour in advance so the teacher can be prepared for arrival. Each child must be picked up no later than the Center's 6:00 pm closing time. There will be a charge of \$5.00 for every 1 to 5 minutes late after 6:00pm. After 5 minutes late, there will be a \$10.00 charge for each ten minute increment thereafter. More than three late pick-ups in one school year may result in termination of this Agreement, in the sole discretion of the Center. Late fees are payable to the Center via check to the Center. Non-payment is grounds for dismissal from the Center.

2. **Face Masks.** The Center enforces a face mask policy in response to the Covid-19 pandemic. Parents must wear a face covering at all times while on Center property and will maintain a distance of 6+ feet from any other parent, child, and/or staff member unless it is physically impossible to do so.

Parents who wish to have their child over the age of 2 years old to wear a face covering while in the Center must provide enough clean/unused cloth or surgical face masks each day for the child to wear a face covering consistently and safely. The Center does not provide masks or other face coverings for children or Parents. Parents are required to consult with their child's health care provider regarding the safety of any child wearing a face covering. Parents who wish to have their child wear a face covering or mask are required to certify that the child has worn a face mask at home or at other locations without difficulty prior to attending the Center. Face masks must be free of any attachments and must be marked clearly with the child's name. All face coverings will be placed in a paper bag marked with the child's name and must be removed from the Center daily to be cleaned by the Parent.

Parent acknowledges and agrees that their child will not be able to wear a face covering during naptime, eating, pool time (swimming or on pool deck) or if his/her face covering has been contaminated and he/she has no other available clean masks. If any child appears to have difficulty breathing, frequently touches his/her face covering, attempts to take off the face covering, or is unable to remove it safely without assistance, the Center may determine that wearing a mask is unsafe and/or unsuitable for that child. If it is determined by the Center that a child is not able to wear a face covering safely, the Center will notify the Parent. The Center's Director will make the final decision in his or her sole discretion about whether a child in the Center's care can safely wear a face covering while on the premises.

3. **Illness Policy.** Parent will keep a child home who displays any of the following symptoms or illnesses within the previous 24-hour period: fever above 100.0 degrees, cough, shortness of breath, difficulty of breathing, chills, muscle aches, sore throat, headache, nausea or vomiting, diarrhea, fatigue, congestion or runny nose or other illnesses. Parent further agrees that any child who is too sick to participate fully in the programming, including outdoor play, shall be kept at home.

If any child has a cold or allergies and is exhibiting any of the following symptoms: cough, runny nose, sore throat, difficulty breathing, diarrhea, vomiting, or fever over 100, Parent must provide a doctor's note in order for the child to return to the Center.

4. **COVID-19 Policy:** Parent acknowledges and agrees that if anyone in the family exhibits the above cold or flu-like symptoms, or if any child or family member has been around anyone who has exhibited symptoms of COVID-19, or has been asked to self-quarantine in the past 14 days, the child will not come to the Center. Parent acknowledges and agrees that the health and safety of all is impacted by this requirement. The child may return to the Center 14 days after the contact is released from isolation according to the CDC guidance for discontinuation of isolation for persons with COVID-19. Parent will provide evidence that the contact has been released from isolation at the time the child returns to care. This guidance assumes that a child does not develop any symptoms of COVID-19 during their quarantine.

Parent acknowledges and agrees that a child must remain away from the Center for a period of 15 days if anyone in the family or a person living in the household travels (or has traveled within the last 30 days) internationally. The Center will continue to follow all CDC and Maryland travel guidelines, recommendations and/or restrictions, and update its policies consistent with any additional directives and/or recommendations that may be issued.

Parent acknowledges and agrees that COVID-19 is an extremely contagious virus and that despite the precautions that the Center undertakes for the protection of its families, staff, and the community, there is no guaranty that the Center can prevent the transmission of the virus.

Parent acknowledges that if there is a suspected case of COVID-19, the Center will follow the recommendations and requirements of the Baltimore County Department of Health and Maryland Department of Education-Office of Child Care.



2021-2022 Padonia Park Child Centers Registration Agreement

5. **Closure Policy.** Parent acknowledges that the Center is subject to further order of the government, and that the Center will comply with all such actions that apply to the Center, including closure. Parent also acknowledges that the Center, in its reasonable discretion, may determine that closing is required for any reason. If the Center is closed for a period of 14 consecutive business days, no credit of tuition will be issued. If closure of the Center is for a period more than 14 consecutive business days, a tuition credit for days 15+ will be available.

6. **Medication Policy.** Parent acknowledges that prescription medication cannot be administered to any child without written consent from the parent and written instructions from the doctor. Only one dose of an Over the Counter (OTC) medication will be given by the Center, with verbal parental and physician consent. Authorization for administration of additional doses of OTC medications must be submitted to the Center in writing signed by the child's current physician. All medications must be administered by a parent for the first time each day prior to arrival at the Center. Changes may be made to this understanding pending changes in licensing regulations.

7. **Changes of Clothing.** Parent shall at all times keep at the Center a complete change of clothing for each child, as well as the required bedding with the child's name on it (excluding children enrolled in Kid's Club).

8. **Contact Information.** Parent shall inform the Center of all changes in address, phone numbers, emergency information, or any change in family situations. If there is a Custody Order in place with respect to any child, Parents are required to provide the Center with a copy of current Court Order and all related documents in place regarding the child.

9. **Termination.** Parent acknowledges that if the Center, in its sole discretion, determines it necessary or advisable to terminate this Agreement, the Center may do so upon 5 days' written notification to Parent. Notwithstanding the foregoing, if payment of tuition is not made in accordance with this Agreement, or if, in the sole and absolute discretion of the Center, circumstances exist that may affect or threaten the health and welfare of any child or staff member, the Center may terminate this Agreement without any prior notice.

10. **Theft/loss of Property.** Parent agrees that Center will not be responsible for loss, theft, or damage to any personal items brought to the Center.

11. **Payment of Tuition.** Parent shall pay the tuition fee by the first day of each month prior to the month of attendance. Parent shall pay a \$50.00 late fee for any payment not received by the Center by the tenth of the month. Parent acknowledges and agrees that if tuition is not received by the 20th of the month, the Center may immediately terminate this Agreement and demand payment of my contract in full. Parent will be charged a \$35.00 fee for any returned payment. Credit card and ACH payments will be charged an additional processing fee.

Parent acknowledges and agrees that there is no reduction of fees for absences, vacations, weather closings, early dismissals or late openings, or Acts of God, including public health crises or emergencies.

12. **Withdrawal by Parent.** If Parent wishes to withdraw any child from the Center, Parent agrees to give Center thirty (30) days prior written notice of the child's last day. Parent shall remain liable for the tuition for the two (2) months following the Center's receipt of the termination notice, and agrees to pay such tuition in accordance with the terms of this Agreement. Any notice of withdrawal must be submitted directly to the Center Director in a hard copy. Emails will not be considered an effective form of notice and will not be accepted by the Center.

13. **Security Fobs.** Parent acknowledges and agrees that security fobs are provided solely as a convenience to gain entry to the Center and shall at all times remain property of the Center. Fobs are issued only to the Parent/Guardians who sign this Agreement and may not be transferred. Parents/Guardians may apply for Center approval to receive one additional fob for a caregiver, for \$10.00. Upon termination of this Agreement for any reason, all fobs shall be returned to the Center Director on the effective date of termination, or a fee of \$50.00 will be charged.

14. **Operational Decisions.** Parent acknowledges that all decisions are made at the sole and absolute discretion of the Center, which shall include decisions and policies relating to child & staffing placement and ratios (in accordance with OCC and MSDE guidelines), curriculum/program planning, testing and evaluations, and placement within the classrooms.

15. **Miscellaneous.** Children are accepted between the ages of three (3) months through twelve (12) years. Admission is at the Center's sole discretion, and is open to all children, regardless of religion or race. The Center reserves the right to make developmentally appropriate choices for each child. No child will be placed into a class based solely on age at the date of application. The child must be suited to the class by age, maturity and ability to learn. As a courtesy to existing families, the Center reserves the right to offer first priority placement to siblings of children already enrolled at the Center. Headings are used for convenience only. This Agreement shall be governed by the laws of the State of Maryland.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date indicated below.

PARENT #1:

PARENT #2:

CHILD CARE INTERNATIONAL, LTD.

Name: _____

Name: _____

By: _____

Date: _____

Date: _____

Date: _____