



## Tuition Contract

1. You agree to be bound by this contract, follow all Educara policies, and pay the tuition. In exchange, we agree to provide quality Montessori play-based care for your child.
2. This term of this contract is until either party gives written notice of termination. The agreement can change from time to time and you agree to be bound to the latest version, which can always be found at: <https://educara.ca/admissions>. No advance notice shall be given for changes to this agreement, aside from those cases explicitly noted below, however, Educara will send notice, via email, to all parents of any substantive changes.
3. Should you wish to terminate and withdraw you child (named below), a written **two (2)** months' notice is required. Your withdrawal date will be two months after notice is given and regular tuition fees are applicable during those two months. For the avoidance of doubt, tuition is paid monthly and no partial refunds are given for the final month. As an example, if you give notice on August 11, your 2 months would include the full tuition fees at the time of notice for September and October.
4. Both you and your child (named below) must comply with all of the Educara admissions policies and procedures. Effectiveness of this Tuition Agreement is subject to final approval of your child's admission in accordance with such policies and procedures, notwithstanding the "acceptance" of this Tuition Agreement reflected by the Supervisor's signature below.
5. A non-refundable \$75.00 registration fee and the first month's tuition fee are due before the start of participation in our programs. Tuition must be paid on a monthly basis on or before the 1st of each month. If payment is not received, your service may be suspended. Re-enrolment will require another registration fee.
6. Our preferred payment method is via pre-authorized Visa/MasterCard. Payment can also be made through post-dated cheques for the year (12 cheques). The next 12 months of post-dated cheques must be received 2 months prior to the previous set expiring. There will be a \$75.00 charge should any payment be declined (aka NSF).
7. Fees are due regardless of attendance. Adjustments are not made to accommodate for sick days, vacation, closure due to inclement weather or other emergency closures. For the avoidance of doubt, fees are payable based on a monthly amount and no rebates apply for things including but not limited to: months with less days, closures due to whether or holidays, Professional Development (PD) days, sickness, vacation, or withdraw before end of month.
8. Observed Holidays include: Family Day, Good Friday, Easter Monday, Victoria Day, Canada Day, Civic Holiday. Labour Day, Thanksgiving Day and Christmas Day through New Year's Day.
9. PD days as outlined in the school calendar and posted to <https://educara.ca>
10. Statutory holidays, Professional Development (PD) days and Holiday closure are subject to change without notice. All holidays and PD days are outlined in the school calendar and posted to <https://educara.ca>
11. Tuition and extended care rates may change from time to time to account for increased costs, inflation, change in regulations or other factors to allow Educara to remain a viable and high-quality facility for your children. You will be given four (4) months

written notice (email will be sent to your indicated email address) of any changes to tuition or extended care rates. This will allow you a full two months before your two-month notice must be given should you wish to terminate the agreement prior to the rate changes. Tuition rates can always be found at: <https://educara.ca/tuition>.

12. If you do not have a package for extended care or your package does not cover the extended care hours for which your child may use on any given day, then you will be charged at \$10 / hour which will not be prorated. For the avoidance of doubt, this means you will be charged for an hour whether you use 10 minutes or 50 minutes. These fees will be separately charged on a monthly basis in arrears.
13. You will not hold us responsible for any liability for allowing anyone authorized by you to pick up your child. Your written authorization will remain effective until you notify us in writing of its termination. You will notify us in writing if you wish to add or delete a person to be authorized to pick up your child.
14. If a parent or authorized person fails to pick up a child after closing time the staff will attempt to contact the parents and all emergency numbers.
15. Should any terms and conditions in any of the policies differ from terms and conditions this contract, this contract shall have preference.
16. I/we agree that I/we will be responsible for any loss, damage or destruction by our child of any property of Educara and for any damages for which Educara becomes liable or chargeable because of our child's actions.
17. Please note Part Time days are subject to availability and enrolment. Educara reserves the right to move the days or transition children where age and developmentally appropriate to optimize the enrolment, in this event Educara would provide a minimum of two months' notice. Children are placed in programs based upon their chronological age and developmental needs. Transitions for part-time children are also dependent upon schedule availability in the next age group.
18. I/we agree to be held liable for any and all costs associated with Educara collecting monies owed under this agreement. For the avoidance of doubt, this includes, but is not limited to, expenses related to: legal, accounting, filing, court, late fees on outstanding balances (\$10/day), and collections.

I \_\_\_\_\_ (parent/guardian printed name)  
hereby acknowledge that I have read and agreed to be bound to the terms and conditions in this "Tuition Contract", including referenced policies, which I acknowledge also apply to my child(ren).

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Signature of Parent / Guardian