

Elm Park Preschool Academy (EPPA)

13501 Community Road, Poway, CA 92064

(858) 442-9707

www.elmparkpreschool.com

Admission Agreement/Fees (2025 Summer Program)

Program Age Group	Time	5 Days Bi-Weekly Rate	3 days Bi-Weekly Rate	Summer Material Fee	Summer Registration Fee
Preschool Full-Day Program (3-5 yr. old)	7:30am-5:30pm	\$650	\$420	\$50/5 days \$30/3 days	\$50
Preschool Half-Day Program (3-5 yr. old)	8:30am-12:30pm	\$400	\$270	\$50/5 days \$30/3 days	\$50
Toddler Full-Day Program (2 yr. old)	7:30am-5:30pm	\$700	\$450	\$50/5 days \$30/3 days	\$50
Toddler Half-Day Program (2 yr. old)	8:00am-12:00pm	\$450	\$300	\$50/5 days \$30/3 days	\$50

*Extended care service is available Monday-Friday, from 12:30-5:30PM, at a rate of \$15 per hour. Please notify us in advance if you plan to utilize this service.

Thank you for your interest in Elm Park Preschool Academy (EPPA)! We are excited to offer a 6-week program from June 23 to August 1, 2025. To secure your child's spot, please complete and return the attached Admission Agreement at your earliest convenience. Once we receive the agreement, you will receive an invoice via Brightwheel for a \$50 Registration Fee and a \$50 Deposit toward the Material Fee. Please note that both fees are non-refundable, even if you decide not to attend. If your child is continuing with our fall program and you have paid a Summer Registration Fee, your Fall 2025 Registration Fee will be reduced to \$50.

When making a payment with Brightwheel, please note that there is no additional fee if you pay by linking your checking account. However, if you choose to pay with a credit card, please be aware that additional fees will apply. If you prefer to pay by check, please make it payable to, Elm Park Preschool Academy.

The first tuition payment is due by June 16, 2025, with subsequent payments due every other week. Invoices will be sent one week in advance to allow 7 days for payment. A late fee of \$25 will be applied if payment is not received by due date. If there is an outstanding tuition balance, it MUST be paid in full before your child can continue attending.

Please note that refunds will not be provided for student absences, as we continue to incur operating costs and reserve your child's spot, regardless of attendance. If you plan to withdraw your child from EPPA, please notify the school at least 15 days in advance. Refunds will not be issued for last-minute withdrawals.

Below is the Summer Tuition Payment Schedule:

Tuition Date:	For Service Days:
June 16, 2025	June 23-July 4, 2025
June 30, 2025	July 7-July 18, 2025
July 14, 2025	July 21-August 1, 2025

**Summer Holidays Observed: June 19 for Juneteenth and July 4 for Independence Day

Student Admission Agreement

Child's Name: _____ DOB: _____

Father's Name: _____ Tel: _____

Mother's Name: _____ Tel: _____

Best contact number for emergencies: _____

Email address: _____

Child allergies/Restrictions: _____

This Enrollment is for the 2025 SUMMER School Program (circle desired enrollment)

Child will be: Half-Day Full-Day Days of Attendance (5 days/3 days): _____

Registration Fee: _____ Deposit Paid/Materia Fee: _____

Summer Tuition Payment Amount (Bi-weekly): _____

Summer School Program will run for 6 weeks, from June 23 to August 1, 2025. The Registration Fee for Summer School is \$50 for all families. The Material Fee is \$50 for children attending 5 days a week and \$30 for children attending 3 days a week.

1. I give my child permission to use all indoor and outdoor materials and play equipment provided by the school. YES NO

Please list exceptions: _____

2. I understand that an "Incident Report" will be sent to parents/legal guardians via Brightwheel if an injury occurs on school property. We will not be responsible for injuries to children who are not enrolled in our school. Other children (such as siblings, cousins, etc.) are the responsibility of the accompanying adult. YES NO

3. I give permission for pictures to be taken of my child for school use only (in the classroom, on the Elm Park website, Facebook, Instagram and in advertising).

YES NO Exception: _____

4. I understand that Elm Park Preschool does not take responsibility for any lost or stolen items.
YES NO

5. I understand that any party may file a complaint with the licensing agency at any time if there has been a violation of state law concerning our childcare facility. The department will review the complaint and the proper form of action will be taken.

YES NO

6. I understand that Elm Park Preschool does not provide services or additional resources for children with special needs. Families who have children with special needs will need to work with an outside agency that can provide an IEP and necessary resources.

YES NO

7. I understand that this admission agreement will be terminated when a child is no longer enrolled or attending Elm Park Preschool. YES NO

8. I understand that I am entering into a 6-week summer school program contract. Student absences (illnesses, vacations, pandemic-related absences etc.) still require full tuition payments.

YES NO

9. I will notify the school 15 days in advance if I decide to withdraw my child. I understand that refunds will not be given to last-minute withdrawals. YES NO

10. I understand that I am supposed to pick up my child on time (12:00pm for half-day toddlers, 12:30pm for half-day preschoolers, and 5:30pm for full-day children). A late fee of \$1 per minute will be charged and added to the following tuition. I understand that **there will be a \$30 late fee for pick up 15 minutes after my scheduled pick-up time to cover the staying staff's overtime payment.**

YES NO

11. I do not hold Elm Park Preschool Academy responsible for any illnesses that my child may contract while at school. I will keep my child home if they have a fever, cough, diarrhea, or other signs of illness for 24 hours and free of symptoms before returning to school. YES NO

I have reviewed the enrollment packet, parent handbook (www.elmparkpreschool.com), and admission agreement. I understand my responsibilities and agree to the policies and procedures of Elm Park Preschool.

Parent/Guardian Signature: _____ Date: _____

Director's Signature: _____ Date: _____

For Office Use Only:

Total Amount Paid: _____ Date: _____

Registration Fee: _____ Deposit/Material Fee: _____ Tuition: _____

Form of payment: _____

Projected Start Date: _____

Notes: _____