



Admissions@wvcapreschool.com

Introduction

This Fee Schedule is valid during the COVID-19 Pandemic through the duration of the State of California's regulations and orders as outlined at covid19.ca.gov and/or Community Care Licensing at www.cdss.ca.gov. Upon conclusion of the COVID-19 Pandemic, program operations will return to regular practice, requiring all enrolled families to complete an updated admissions agreement. *Please review the Essential Workforce COVID-19 Parent Policies for further information.*

Non-refundable Registration Fee \$100 Due at time of acceptance.

Non-refundable First Month Tuition *As Scheduled* Due before first day of attendance.

Essential & Limited Workforce Preschool Child Care **\$700/month**

- Onsite Child Care is provided in a 1 teacher to 10 children (1:10) ratio with a fully qualified teacher.
- Mixed Age Groups 2-5 years old.
- CDC and CCL COVID-19 health and safety practices implemented.
- Breakfast, Lunch, and Afternoon Snack Provided.

Essential & Limited Workforce School Age Summer Camp Child Care **\$700/month**

- Onsite Child Care is provided in a 1 teacher to 10 children (1:10) ratio will a fully qualified teacher.
- Mixed Age Groups K-8 on the WVCA Campus
- CDC and CCL COVID-19 health and safety practices implemented.
- Breakfast, Lunch, and Afternoon Snack Provided.
- Weekly themes- *Also offered virtually as distance summer camp for an alternative rate; See Summer Flyer.*
 - Monday- Opening Rally
 - Tuesday- Dress-up Day
 - Wednesday- Walking field trip or onsite Activity
 - Thursday-Water Days
 - Fridays-Closing Rally and Food Art



WEST VALLEY
CHRISTIAN ACADEMY
PRESCHOOL - 8TH

West Valley Christian Academy Preschool and Child Care
Essential & Limited Workforce Fee
Schedule & Admissions Agreement
Response to COVID-19 Regulations

Child's First Name: _____ **Last Name:** _____

Hours of Operation

West Valley Christian Academy Preschool and Child Care Operates from **7:00 AM-5:30 PM** Monday through Friday. All programs require that children arrive to school by **9:30 AM**.

General Services

West Valley Christian Academy Preschool and Child Care is currently providing preschool and child care services to children 2-6 in the preschool component, and K-8th grade, in a Community Care Licensed facility, and is a department of *Tracy Community Church* and adheres to a Biblical Worldview.

_____ *initial*

Department of Health and Human Services Right

West Valley Christian Academy Preschool and Cougar Club Child Care is licensed by the California Department of Health and Human Services, Community Care Licensing Division, Title 22.

Preschool LIC #3903307976

Cougar Club LIC #390313312

- (a) The Department has the inspection authority specified in Health and Safety Code Sections 1596.852, 1596.853, and 1596.8535.
- (b) The Department has the authority to interview children or staff without prior consent.

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Admissions Agreement COVID-19 Implications

All families upon enrollment are to accept the following terms of enrollment under COVID-19 Pandemic:

- WVCA Preschool cannot prevent exposure to COVID-19, but will do our best to implement all guidelines. All enrolled children and families are aware of the risk to exposure to COVID-19 at the facility before enrollment.
- WVCA Preschool cannot exclude children with pre-existing medical conditions, and it is the parent's responsibility to understand that enrolling their child has a higher risk for vulnerability to COVID-19.
- WVCA is not liable for any child or family's exposure, illness, or expenses related to exposure or illness of COVID-19.
- Enrolled families are required to communicate family and individual exposure of COVID-19 immediately to the Director at (510) 300-4232.
- Upon exposure of COVID-19, the center will be required to close, and all children and staff will be required to self-quarantine for 14 days as outlined by the California Department of Public Health with less than 24-hour notice.

_____ *initial*



Fee Schedule

Tuition is based on program enrollment option and outlined on a published Fee Schedule at www.wvcapreschool.com. I have read the West Valley Christian Academy Preschool and Child Care Essential & Limited Workforce Fee Schedule in its entirety, and understand that the fee schedule is a program option in response to COVID-19 guidelines and orders found at covid19.ca.gov, and will be terminated at time of orders lifted allowing the original program options to function. At that time families enrolled in the Essential Workforce Child Care will be required to complete an updated Admissions Agreement that corresponds with unrestricted program options.

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Payment Options

New and enrolled families will receive a monthly invoice. Payments are due on the first (1st) of each month, and late on the third (3rd) of each month. The following payment options are available:

1. Personal Check, Cashier’s Check, Money Order or Cash paid at the WVCA Office.
2. Credit Card Tuition (\$5 processing fee)

Financial Policy

Accounts are due on the first (1st) of each month whether or not a courtesy statement is received, and late on the third (3rd) of each month which a \$50.00 late fee will be charged. Any account which becomes thirty (30) days delinquent from the first (1st) of each month will result in student dismissal and/or account sent to collections. A \$10 fee will be charged for any returned check. _____ *initial*

Designated Financial Responsibility

Please indicate who will be financially responsible, paying tuition, for the enrolled child.

Name: _____ Preferred Email Address: _____

Late Pick-up and Drop-off

- All onsite program options require children to be at school no later than 9:30 AM regardless of program schedule. A fee of \$10 per incident will be added to your monthly invoice.
- All onsite program options conclude promptly at 5:00 PM. A fee of \$20 for every 15 minutes (per child) will be added to your monthly invoice. Persistent late pick-up will result in student dismissal.

_____ *initial*



School Closures

All school closure days, inclusive of holidays, are posted on our Parent Board in the WVCA Preschool Office annually, and are calculated into the monthly fees. No tuition credit is given for school closure or student absence. _____ *initial*

Withdrawal

A family initiated withdrawal must be in writing and submitted a minimum of two week notice in advance of the last desired date of attendance. A \$250 fee will be applied automatically to the account if written withdrawal notification is less than two weeks before the desired last date of attendance. First month tuition and registration payments are non-refundable, and will not be prorated for withdrawal in the first month of enrollment. No refunds will be provided for mid-month withdrawal. _____ *initial*

Termination of Admission Agreement

The Admissions Agreement can be terminated resulting in dismissal of child and family for the following conditions:

- Non-compliance with Community Care Licensing Regulations, Title 22 (available for review at www.cclcd.ca.gov)
- Delinquent Accounts
- Violation of written policies outlined in the Preschool Parent Handbook
- False information on written documents
- Inappropriate behavior toward staff on the part of parent or child.
- Challenging behavior that impact the personal rights of enrolled children and/or employee rights, including but not limited to biting, hitting, kicking, and throwing of objects.
- A child has obtained eligibility for special education services that are recommended to be provided by a public and/or private special education service in compliance with the child’s right to the Least Restricted Environment as outlined in their IFSP/IEP or eligibility for services documentation.

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Non-Discriminatory Statement

West Valley Christian Academy Preschool and Child Care does not discriminate against any race, color, nationality, or ethnic origin to all the rights, privileges, programs, and activities accorded or made available to students at this center.

Authorized Representative Signature: _____ Date: _____

Director Signature: _____ Date: _____