

HAPPY DAYZ II



TUITION

	5-days **	Drop-In (1-3 days)
Infants	\$210	\$45
One-Year Old	\$190	\$40
Two-Year Old	\$190	\$40
Pre-School	\$160	\$35
School-Age	\$100	\$30
School-Age (breaks)	\$150	\$30

** based on 5 days weekly, maximum 10 hrs daily

Note: A charge of \$3/hr applies for time above 10 hrs

Cash, Debit Cards, Credit Cards Only

No Checks accepted

Free Registration/Enrollment

Tuition Fee Rules

Tuition fees are due and payable weekly, unless other arrangements are made. Tuition fees are for space reserved and is payable whether your child is in attendance or not. There are no refunds issued on tuition paid. Other charges may be assessed for field trips and/or special projects, late fees, etc.

For children not picked up by closing time, a LATE CHARGE of \$10 for every 15 minute increment will be charged. State regulations require that legal authorities be contacted if a child is left at center one hour after closing time without prior notice from parent. **PLEASE BE ON TIME.**

CENTER RESERVES THE RIGHT TO CHANGE RATES OR POLICIES WITHOUT PRIOR NOTICE.

ENROLLMENT PROCEDURES

State law requires that all forms be completed and on file the first day your child is in attendance.

- 1) Blue Emergency/Medical Information Card
- 2) Current Immunization Records
- 3) Food Affidavit
- 4) Signed DES rate contract if receiving DES subsidy
- 5) Feeding Instruction Sheet (Infants Only)
- 6) Transportation Consent Form (School-Age)
- 7) Enrollment Fee and first week's paid tuition

SIGN IN/OUT

Each child will be given a sign-in/sign-out sheet. Parent/Guardian must document time in upon arrival and time out upon departure. First initial and **FULL** last name **MUST** be signed following both in and out times.

CLOTHING

For the comfort of your child, each child needs a complete change of clothing including undergarments, clearly labeled with the child's name.

We cannot be responsible for lost articles.

If your child leaves the center in "change of clothing", please be sure to exchange soiled clothing for a fresh change.

TOYS/PERSONAL ITEMS

We have a generous supply of toys, games, and learning materials - all chosen for your child's development appropriateness and value. We respectfully ask that you not bring any of your child's toys from home. This helps in preventing disappointment due to lost or broken items, as well as arguments among the children. HAPPY DAYZ LEARNING CENTER cannot be responsible

EMERGENCIES/ACCIDENTS

Every effort will be made to contact a parent immediately in the case of an emergency. When a parent cannot be reached, the persons listed by the parent will be attempted to be contacted. To assure speedy solutions to any such emergencies, parents **must** keep emergency cards current.

NAP TIME / QUIET TIME

Every afternoon, all children will have an opportunity to rest from the day's activities. Each child will be provided a freshly sanitized mat and sheet daily.

ILLNESS

HAPPY DAYZ LEARNING CENTER shall not accept or allow a child to remain at the center who shows signs of fever, diarrhea, vomiting, lice, or is suspected of having a contagious or infectious disease. If a child develops such symptoms while at the center, personnel shall isolate the child from the others and notify the parent immediately to arrange for prompt removal of the child from the center. Every child must be symptom-free for 24 hours before returning to the center.

DAILY SCHEDULE

Activities & times vary depending on age/classroom. Daily plans include Arrival & Social Time, Creative Learning, Circle Time, Outdoor Play, Nap, Exploration, Creative Arts, & Free Choice Activities.

FIELD TRIPS

We plan field trips for different age groups during breaks from school sessions. A permission form must be signed for your child to participate. Field trip fees must be paid in cash, in advance. Field trips will be scheduled at our discretion.

