Brite Beginnings Childcare Center

Enrollment Contract

Please Initial next to each item. We want to be sure you understand and agree to these policies

It is my desire to have my child/children enrolled in the program at Brite Beginnings Childcare Center.

I have received a copy of the Brite Beginnings Childcare Center Parent Handbook. I have read, understand and agree to abide by the policies contained therein. I understand that the policies are not adhered to, it would be sufficient cause for the removal of child/children from the program.

I agree to give 2 weeks' notice to withdraw my/our children from the program. If 2 weeks are not given, I agree to make full tuition payment for the final 2 weeks.

I understand that I must provide a health appraisal form and up to date immunizations before starting care.

I understand the pickup policy if someone other than a parent/guardian is picking up. I understand the illness policy.

I understand that the discipline policy and have read and shared the center rules with my child/children if age appropriate.

I understand that I provide my child/children's lunch or a $5 fee will be added to my bill.

I understand that I provide my infant formula/breastmilk/baby food/baby snacks.

I understand that there is a non-refundable registration fee of $75 for one child or $100 per family. If a child is withdrawn then re-enrolls later, a second enrollment fee is expected.

I understand that if my child/children are in care for 10 hours or more a day there is an extra fee of $10 per child per day.

I understand that tuition payments are due by 5:30pm on Monday at the start of the week or a $25 late fee will be applied.

I understand that payments accepted are cash, check, money order, Venmo, automatic withdrawal, and credit card.

I understand that I must fill out an automatic withdrawal form for tuition for the center to keep on file.

I understand that there will be an extra charge during the school weeks if there is a snow day or late start or early dismissal for school children.

I understand that there is a return check fee of $25 per incident.

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I am contracting the hours of:

Drop off time Pick up to time

Mon\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_

Tues\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_

Wed\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_

Thur\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_

Fri \_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_

\_\_\_I understand that the times listed above are the contracted times my child/children will be dropped off and picked up.

I understand that if I drop my child/children off before the contracted time or pick them up after the contracted time that there will be a $5 per child fee added to my weekly tuition. We schedule our staff based on children's schedules. If you drop off before your contracted time or pick up after your contracted time it puts the child to staff number out of ratio which is in violation of state licensing rules.

Parent Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Director Signature 

Below is to be filled out by the director

Weekly childcare base tuition rate is \_\_\_\_\_\_\_\_ not including any extra fees.