



Early Care and Education Service



Child Care and Enrichment Service

Tuition Schedule Effective September 8, 2015

Operating schedule 7:00 a.m. to 6:00 p.m. Monday through Friday

Registration Fee

- Due annually in September or upon registration..... \$50.00 per child

Smart Start 1 Preschool (Infants 6 Weeks – 24 months)

- Full Time Rate.....\$175.00 per week
- Daily Rate..... \$40.00 per day

Smart Start 2 Preschool (Twos 24 months-36 months)

- Full Time Rate.....\$165.00 per week
- Daily Rate..... \$35.00 per day

Smart Start 3 & 4 Preschool (Must be Three by September 30 & Fully Potty Trained)

- Full Time Student Rate.....\$145.00 per week
- Daily Rate..... \$30.00 per day

Early Head Start Wraparound Care

- Before & After School\$60.00 per week
- Daily Rate.....\$15.00 per day

Head Start Wraparound Care (Head Start School Year Only)

- Monday + Before & After School (Tues-Fri).....\$145.00 per week
- Daily Rate.....\$30.00 per day
- After School, Tuesday-Friday Only.....\$60.00 per week
- After School, Tuesday-Friday Only Daily Rate.....\$15.00 per day
- Winter & Spring Break.....\$145.00 per week

School Age Care

- School Aged Care (Before Only)\$45.00 per week
- School Aged Care (After Only)\$60.00 per week
- School Aged Care (Before & After)\$75.00 per week
- Single Full Day School Holidays, weekly fee plus charge of \$15.00 per day
- Early Dismissal School Days (1/2 day), weekly fee plus charge of \$10.00 per day
- Daily Rate (Winter Break, Spring Break, & Regular Year)..... \$25.00 per day
- *Please note: You are responsible for ½ the weekly tuition during holidays, even if your child does not attend.*
- Full Time Summer Rate\$100.00 per week
- Selected Weeks Summer Rate.....\$110.00per week

Additional

- Late Pick – Up Charges\$3.00 per minute/per child
- Returned Check Fee \$45.00 per check
- Late Payment Fee \$25.00 per payment
- Special Activities/Field Trips..... Variable with Activity
- Sibling Discount..... 10%
- *Please note: School age children are not eligible for the sibling discount. Only one sibling discount is allowed per family.*

Please make checks payable to **Parent Child Development Corporation**

Breakfast, lunch and afternoon snack for full day placement provided daily according to age appropriate USDA nutritional guidelines.

Please Review Payment Policies on Reverse Side

Payment Policies

The current Tuition Schedule, Service Fees, and Payment Policies, and other applicable forms are posted by the sign-in table. Program fees are periodically reviewed and adjusted based on program operating needs and market rates.

Weekly Tuition

Weekly tuition is due the **Friday before services are rendered**. **A late fee of twenty five dollars (\$25.00) will be assessed if payment is not received by 6:00 p.m.** **A fee of forty-five dollars (\$45.00) will be charged for all returned checks.** Accounts which show a balance of two or more unpaid weeks may result in suspension of services.

Hours of Operation

The Smart Start Center is open for operation at 7:00 a.m. and closes promptly at 6:00 p.m. Pick-ups after 6:00 p.m. will result in an additional fee of three dollars (\$3.00) per minute per child.

Service Agreements

Parents must sign a *Service Agreement* that describes the type of service(s) purchased and the fee(s) for that service.

Vacation Discounts

During the program year (September - August) preschool children who have been enrolled full time for a minimum of two months are allowed two weeks vacation time. Parents are responsible for paying one-half of their child's normal childcare fees for the allowed vacation time. A *Vacation Discount Request Form* should be completed and returned (**prior to the vacation week**) to the Business Office so that accounting / billing adjustments can be processed. **Children registered for school aged care are not eligible for a vacation discount.**

Withdrawal from the Program

Parents are required to give two weeks notice before withdrawing a child from care with the Smart Start / All Stars Program or services fees will be due as agreed upon. A *Withdrawal Notification Form* must be completed and returned to the Business Office so that accounting / billing adjustments can be processed.

Registration

An annual registration fee is due upon enrollment and annually in September for all current enrollees. The registration fee includes student accident insurance. During the year special fees are collected for certain field trips and events. **All fees are non-refundable.**

Holidays

There is no waiver or reduction in fees due to holidays or absences due to your child's illness. Families that purchase before and after school age care must pay ½ of the normal tuition during Winter or Spring Break if they do not attend any during those weeks. Care during those weeks will be offered on a need and availability basis. Advanced notification must be given during those weeks in order to be able accommodate the children.

Department of Social Services (DSS) Clients

DSS clients are responsible for any co-pay assessed by DSS plus the difference between what the program charges and what DSS pays. DSS clients are billed once per month and must make weekly payments to ensure the balance is paid in full at the end of each month. **Failure to pay a balance on time will result in delinquency reporting to DSS.** Head Start clients who receive DSS funding for Smart Start services will not be assessed any fees (other than applicable DSS co-pays) during the Head Start program year. However, **Head Start clients attending the Smart Start summer term will be assessed Smart Start fees during that time.**