Upper Perkiomen Child Care Center
Agreement for Enrollment
*Effective – August 27, 2018

55 PA Code Chapters 3270.123 $ .181(c); 3290.123 & .181(c)
This agreement terminates semi-annually; effective upon receipt of a new rate schedule and/or agreement.

Name of Child:_____ **Start date: _____**

Name of Parents/Guardians:_____

Weekly Tuition: $_____ Note: Automated payments are processed on Friday for the week of service

Payments will be made: _____Weekly _____Monthly Note: Monthly payments are processed the last Friday of the month prior to service

Program child will be attending:

_____Nursery _____Little Explorers _____ Twoodles _____ Preschool – 3 _____Preschool - 4

_____Pre-K _____ Kindergarten _____School Age _____Drop-In School Age

School your child will be attending:

_____ Marlborough _____Hereford _____Grade _____ N/A

Arrival and departure times: * ***The office must be notified 2 weeks in advance if schedule changes are needed.***

_____ Monday _____ Tuesday _____ Wednesday _____ Thursday _____ Friday

My child will be arriving at approximately ___:_____ AM/PM and departing at ___:_____ AM/PM.

Maximum of 10 hours of child care - Late pick-up charges will be applied if exceeded.

Person(s) designated by parent who child may be released to:

1.	**3.**
2.	**4.**

Note: Tuition is based on contracted days, not attendance. Payment is still due if a child is absent on a contracted day. No make-up days.

Services subject to additional fees:

- Prior to the start of each **school year** and **summer** (2 times per year), an activity/registration fee (cost to be determined) will be applied to each child, Nursery through School Age. The purpose of this fee is to pay for special guests, field trips, summer camp tee shirts, or any additional activities the children do throughout the summer and school year, with the exception of a pool pass which must be purchased separately. **These activity/registration fees are non-refundable.**
- Pool Pass in summer for Kindergarten and School Age only
- Full-day School Age $20.00/day - contracted (Sept.-June) Full-day School Age $40.00/day - non-contracted (Sept.-June)

Delinquent fees:

- $15.00 fee will be charged for insufficient funds or declined payments
- $3.00 per minute per child late pick up-fee will be applied after 6:00PM, $5.00 per minute per child after the third occurrence.

Terms and limitations of care:

- Attendance at UPCCC is a privilege. Therefore, UPCCC reserves the right to terminate service and/or exclude a participant from any program(s) because their behavior is determined by staff members to be inappropriate. UPCCC also reserves the right to immediately remove a participant who poses a threat to the safety and well-being of another program participant or staff member. In such cases, any monies paid to UPCCC will be non-refundable.
- I, the parent/guardian:
- ☐ have a current copy of the Parent handbook and agree to its policies
- ☐ received complete written program information at the time of enrollment (3207.121, 2380.121, 3290.121)
- ☐ agree to update the emergency contact/parental consent and agreement form information whenever changes occur or every 6 months at a minimum (3270.124, 3280.124, 3290.124)

_____ _____

Director's Signature Date Parent/Guardian's Signature Date