

# SAND BOX CHILD CARE & PRESCHOOL

**ALL SERVICES ARE PAID IN ADVANCE PRIOR TO CHILD CARE AUTHORIZATIONS**

*Effective 03/18/2018*

Description of Rates		1st child	2nd, 3rd, etc child	Explanation of services
<b>WEEKLY PRESCHOOL Full-Time Rate</b>	3 PreK & 4 PreK Rooms	<b>160.00</b>	<b>160.00</b>	Contracted weekly charge. Families are allowed Three (3) Vacation Weeks/Year. 2 Week written notice is require for status change to hourly.
<b>WEEKLY INFANT/TODDLER Full-Time Rate</b>	Ages 2 Year & Younger	<b>190.00</b>	<b>160.00</b>	

<b>HOURLY RATE (Part-Time)</b>	All Ages	<b>6.00</b>	<b>n/a</b>	20 hour/week <u>minimum</u> required charge. 2 Week written notice is require for status change to weekly.
<b>WEEKLY SCHOOL AGE Full-Time Rate</b>	School Age (Sept-May)	<b>50.00</b>	<b>n/a</b>	Contracted weekly charge applies to before/afterschool, vacation days & snow days during the official school year. Rate effective first full week of school. NO vacation days apply. <b>Kindergarten and older.</b>
<b>FLAT RATE SCHOOL AGE:</b>	School Age (Jun-Aug)	<b>1,600.00</b>	<b>n/a</b>	Flat Rate applies to summer vacation (June, July August). Rate effective first full week of summer. No Vacation Days Apply. <b>Entering Grade 1 and older.</b>

<b>Hours of Operation:</b>	Sand Box is licensed by the State of Wisconsin for child care services Monday - Friday, 4:00 AM - 7:00 PM. Parents must notify the center with all schedule changes, late pick-up, etc.
<b>Schedules:</b>	Schedule updates are due by Thursday at Noon for the upcoming week. If a schedule is not submitted, your previous week's schedule will be carried forward.
<b>Status Change:</b>	Parents may change status by submitting a 2 week written notice to Kelly for approval. Status Change does not apply to School Age.
<b>2nd/3rd Rates:</b>	2nd/3rd child rates apply to Weekly Preschool and Weekly Infant/Toddler Rates only. Hourly and School Age rates are not eligible for 2nd/3rd child rates.
<b>Refunds:</b>	Refunds will not be issued. All credit will remain on account for 1 year.
<b>EBT Payment:</b>	EBT Payments are due by the 5 day of each month. Failure to submit payment will result in a \$25.00 daily late fee. Parent Payment is subjected to Weekly Late Fee.
<b>Late Fees:</b>	<ol style="list-style-type: none"> <li>1. There will be a \$25.00 late fee charge added to your child care bill if your account is not kept current.</li> <li>2. After four consecutive \$25.00 late fees, a \$50.00 weekly late fee will be added to your account.</li> <li>3. After four consecutive \$50 late fees, a \$100.00 weekly late fee will be added to your account.</li> <li>4. After four consecutive \$100.00 late fees, your account will be submitted to a collections agency.</li> </ol>
<b>NSF Charge:</b>	\$35.00 per returned check

# Sand Box Child Care & Preschool Rate Contract

Parent/Guardian Name: \_\_\_\_\_ Date: \_\_\_\_\_

<b>This Form is REQUIRED. Please return with Enrollment Packet</b>		
PreK Rate	3 PreK & 4 PreK Rooms	\$160.00
Infant/Toddler Rate	Ages 2 Year & Younger	\$190.00
Weekly Rate 2nd, 3rd Child	2nd, 3rd Child	\$160.00
Hourly Rate	All Ages. Minimum 20hr/wk charge.	\$6.00
School Age - School Year	September - May	\$50.00
School Age - Summer	June, July, August	\$1,600.00

**ALL services are Prepaid.** Bi-weekly payroll deduction and recurring weekly/bi-weekly credit/debit card payments, may be excluded from late fees only if Kelly is able to monitor applied amounts. If the parent would like to monitor applied amounts, late fees will apply. Account balance must maintain zero/negative amount to avoid late fees.

Child's Name: \_\_\_\_\_ Contract Rate: \_\_\_\_\_

**Payment Schedule (check all that apply):**

- Monthly EBT     Bi-Weekly Payroll Deduction     Recurring Credit/Debit Card PMT
- Child Care Assistance Parent Payment Weekly Amount: \$ \_\_\_\_\_
- Other: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Contract Rate: \_\_\_\_\_

**Payment Schedule (check all that apply):**

- Monthly EBT     Bi-Weekly Payroll Deduction     Recurring Credit/Debit Card PMT
- Child Care Assistance Parent Payment Weekly Amount: \$ \_\_\_\_\_
- Other: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Contract Rate: \_\_\_\_\_

**Payment Schedule (check all that apply):**

- Monthly EBT     Bi-Weekly Payroll Deduction     Recurring Credit/Debit Card PMT
- Child Care Assistance Parent Payment Weekly Amount: \$ \_\_\_\_\_
- Other: \_\_\_\_\_

I understand that this contract binds me to the rate/payment that I have selected above for my child(ren) and will remain in effect until the end of the contract period. A written 2 week notice to unenroll from Sand Box or change Tuition Rate status is required.

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

Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_