

# SAND BOX CHILD CARE & PRESCHOOL

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

*Effective 03/30/2020*

Description of Rates		1st child	2nd, 3rd, etc child	Explanation of services
<b>WEEKLY PRESCHOOL Full-Time Rate</b>	4 PreK Room	<b>165.00</b>	<b>165.00</b>	The youngest child sets the first status / billed rate. The 2nd/3rd child rates apply to older children.  Contracted weekly charge. Families are allowed Three (3) Vacation Weeks/Year.  A two-week written notice is require for status change to hourly. Families are allowed to change status 4 times per year.
<b>WEEKLY PRESCHOOL Full-Time Rate</b>	3 PreK Room	<b>175.00</b>	<b>165.00</b>	
<b>WEEKLY INFANT/TODDLER Full-Time Rate</b>	Ages 2 Year & Younger	<b>195.00</b>	<b>165.00</b>	

<b>HOURLY RATE (Part-Time)</b>	All Ages	<b>6.50</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>60.00</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> (15 weeks @ \$130 per week. Includes ALL activities)	School Age (Jun-Aug)	<b>1,950.00</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, 5:00 AM - 6:30 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>Unenrollment</b>	Parents must submit a 2 week written notice with their request to unenroll. Failure to submit unenrollment notice may result in charges for the next two weeks. No Refunds are Issued.
<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

**Refer to Sand Box Parent Handbook for a complete overview of the Center's Policies.**

# Sand Box Child Care & Preschool Rate Contract

664 W Cedar Street, Medford WI 54451    Provider # 9000556919 Location 0001

Parent(s) Name: \_\_\_\_\_ Date: \_\_\_\_\_

<b>This Form is REQUIRED. Please return with Enrollment Packet</b>		
Infant/Toddler Rate	Ages 2 Year & Younger	\$195.00
3 PreK Rate	3 PreK Room	\$175.00
4 PreK Rate	4 PreK Room	\$165.00
Weekly Rate 2nd, 3rd Child	2nd, 3rd Child	\$165.00
Hourly Rate (Minimum 20 hr/wk charge)	All Ages	\$6.50
School Age - School Year	September - May	\$60.00
School Age - Summer	June, July, August	\$1,950.00

**ALL services are Prepaid.** Account balance must maintain zero or negative (credit) amount to avoid late fees. Accounts are reconciled weekly. Customer Statements are emailed weekly on Monday, unless the Administrator is out of the office (then it will be the next business day).

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

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

- Check, Cash or Money Order     Other: \_\_\_\_\_
- Recurring Credit/Debit Card PMT
- Monthly EBT     Parent Co-Pay Child Care Assistance Weekly Payment
- Sand Box Employees Only - Payroll Deduction

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

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

- Check, Cash or Money Order     Other: \_\_\_\_\_
- Recurring Credit/Debit Card PMT
- Monthly EBT     Parent Co-Pay Child Care Assistance Weekly Payment
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Child's Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Rate: \_\_\_\_\_

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- Check, Cash or Money Order     Other: \_\_\_\_\_
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- Monthly EBT     Parent Co-Pay Child Care Assistance Weekly Payment
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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: \_\_\_\_\_