

**Kids Stuff Center**  
**2017-2018 Parent Admission Agreement**



Child's Name \_\_\_\_\_ Date of Agreement \_\_\_\_\_

Please Initial the Following Statements:

\_\_\_\_\_ A \$75.00, non-refundable, Annual Registration Fee (**per family**) is required at the time of registration.

\_\_\_\_\_ Tuition is based on **10 equal** monthly payments (Yearly tuition divided by 10) and remains the same, September to May.

\_\_\_\_\_ August & June **each** require a payment equal to half the monthly rate and are considered one full monthly payment.

\_\_\_\_\_ August tuition is due at the time of registration. This is a tuition deposit to reserve your child's spot in the program. Space is **NOT** reserved until payment is received.

\_\_\_\_\_ Minimum day coverage (each Wednesday and Conference Weeks) is included in your child's tuition and is provided at no additional charge.

\_\_\_\_\_ Tuition is due the 1<sup>st</sup> Friday of each month and LATE after 5 business days. A \$25.00 late fee will be added when the tuition is late.

\_\_\_\_\_ If tuition is two weeks late, services will be suspended until balance is paid in full. If tuition is 30 days late, services will be terminated.

\_\_\_\_\_ Payments via Check or Cash qualify for a \$10.00 discount.

\_\_\_\_\_ Two weeks notice is required for all schedule changes and withdrawals. A change of schedule form is required.

\_\_\_\_\_ Admission packet must be **completely** filled out prior to your child's start date. This includes admission form, parent grievance form, and any other pertinent forms for admission.

\_\_\_\_\_ Non-School Days require an extra fee to cover the time your child is normally in school.

\_\_\_\_\_ Tuition credit will not be given for illness, vacation days or other days my child does not attend Kids Stuff Center during each month.

\_\_\_\_\_ Center **MUST** be notified in writing when alternate pick-up arrangements need to be made.

\_\_\_\_\_ I understand that I must provide at least ONE emergency contact number on my child's registration form. The emergency contact number must be a number aside from the child's parent's or guardian's number.

\_\_\_\_\_ A late fee of \$1.00 will be charged for each minute of care after 6:00pm. Three late pick-ups within the school year may result in termination.

\_\_\_\_\_ I understand that Kids Stuff Center will provide a daily afternoon snack.

\_\_\_\_\_ I must notify Kids Stuff Center in advance, by phone or e-mail, if my child will not be attending for any reason on any given day.

**PLEASE CONTINUE ON THE FOLLOWING PAGE**

\_\_\_\_\_ In accordance with **State Law**, I agree to sign my child in and out each day with my full and legal signature and indicate the time.

\_\_\_\_\_ I will immediately notify the Site Director if my child contracts a communicable disease. A physician's note will be required for my child to return to the Center.

\_\_\_\_\_ As required by law, my child will have a health check each day. In the event that my child must be excluded from the Center because of health reasons for that day, I agree to abide by the center's decision and take responsibility for my child's care. If my child becomes ill while at school, I understand that the Center is not responsible for my child's care. My child may not return to Kids Stuff Center until fever free for 24 hours if he/she has a fever of 100 degrees or higher **without** the use of a fever reducer medication.

\_\_\_\_\_ As required by law, a Parent Consent to Administer Medication form will be required if my child must take medication when attending the Center. This includes prescription and over the counter medications.

\_\_\_\_\_ As required by law, Child Care Professionals are required to report suspected child abuse.

\_\_\_\_\_ The Center's licensing agency shall have the authority to interview clients, including children or staff and to inspect and audit client or facility records without prior consent. The licensee is required to make provisions for private interviews with any client, including children, or any staff member, and for the examination of all records relating to the operation of the facility

\_\_\_\_\_ Kids Stuff Center will accept children with special needs. However, if meeting the needs of my child creates a financial or other hardship on the program, it may be necessary to remove my child from the Program or for me to provide a one-on-one aide.

\_\_\_\_\_ I expect to be treated with respect; I will treat all employees, families and children with respect. I am expected to follow the Adult Rules of conduct as stated in the Parent Handbook.

\_\_\_\_\_ Information about my child will be kept strictly confidential among program personnel. I understand I can make an appointment with the Site Director to discuss my child's progress at any time.

\_\_\_\_\_ I will keep the Center informed of any changes that may affect my child's behavior. I will also keep the Center informed of any changes, such as new phone numbers, address or other circumstances.

\_\_\_\_\_ If my child's behavior threatens the immediate safety of other children, staff or himself/herself, I will be notified and expected to pick up my child immediately (within one hour of notification). If my child is suspended from the elementary school, he/she will also be immediately suspended from the Kids Stuff program for the same period of time. I will be required to pick up my child from the elementary school.

\_\_\_\_\_ The Parent Handbook is available on the Kids Stuff Web Site. ([www.kidsstuffcenter.com](http://www.kidsstuffcenter.com)) I have read all of the Policies and Procedures of the Center as stated in the Parent Handbook, the tuition schedule and this form and agree to them. I understand that failure to follow any center policies will lead to the termination of childcare services.

\_\_\_\_\_ I have received Kids Stuff Center's days off schedule and I understand the days Kids Stuff is closed for holidays during the school year.

\_\_\_\_\_ *I agree to give permission for my child at Kids Stuff to participate in activities at Park Paseo sand court & green belt, directly adjacent to Santiago Hills Elementary school. I also give permission for Brywood Park and fields, directly adjacent to Brywood Elementary school. **These areas are considered off campus and permission is needed to participate.***

**Admission Agreement Acceptance:**

\_\_\_\_\_  
**Parent/Guardian Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Site Director's Signature**

\_\_\_\_\_  
**Date**