

# Prime Kids Learning Center Parent Agreement Form

- I understand and agree that payment of tuition will be deducted from my check on a weekly basis regardless of the number of days my child is present.
- If tuition is not deducted from my check, **I agree to pay tuition in full on Friday by 6:30p.m.** I also understand that regardless of whether my child is present on Friday I will need to make arrangements to have tuition paid by 6:30p.m.
- If tuition is not paid in full, I understand there will be a **\$5.00 late payment charge** for each day payment is not made and your child will not be able to attend the following Monday.
- I agree to pay a one-time non-refundable enrollment fee of \$25.00 per child.
- A yearly membership fee of \$25.00 will be due every January.
- I also understand and agree that it is necessary to give **at least a two weeks** written notice prior to withdrawing my child(ren) from Prime Kids Learning Center, and that **I will be charged for two weeks should I fail to give notice.**
- **I agree to notify the center in advance if my child will be absent or tardy.** Please be in attendance by 9a.m. unless doctor/other appointment.
- I will inform the center in advance if someone other than the child's parent(s) will be picking him or her up. They will be added to pickup list prior to picking up.
- I will ensure that there is always a clean change of clothes in my child's cubby.
- I will provide any special food, clothing, or other supplies that my child may need.
- I will keep my child's records up to date.
- **I agree to inform you of any illness or contagious disease my child may have that would affect anyone at the center.** I know that the center will do the same for me.
- I understand that the Director of the center reserves the right to ask me to find alternate care for my child.
- **After six months of enrollment**, full-time children are eligible for five days of sick/vacation time every six months. These days must be used in the following six months and will not be rolled over into subsequent periods.
- A charge of **\$1.00 per minute** will occur if you are late to pick up your child past closing.
- **I have read and understand the Parent Handbook and agree to follow all policies and procedures.**

My child's schedule will be: M T W TH F \_\_\_\_\_ a.m. - \_\_\_\_\_ p.m.

I agree to pay a weekly tuition fee of \_\_\_\_\_, plus any additional expenses, services, or activities that I give permission for my child to participate in.

Child's Name \_\_\_\_\_

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

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