



Enrollment Contract

Child's Name: _____ Birth Date: _____ Male/Female: _____

Last
First
MI

Mother/Guardian Name: _____ Father/Guardian Name: _____

Home Address: _____

Number and Street
City
State
Zip Code

Email Address(s): _____

Days to Attend: **Mon Tues Wed Thur Fri** (circle) Arrival Time: _____ Departure Time: _____

Parental Agreement

- ◆ Wee Kids ELC will be open from 7:00AM to 6:00PM Monday – Friday for children 6 weeks to 8 years of age.
- ◆ Wee Kids ELC will be closed in observance of certain Holidays throughout the year. A calendar with Holiday closings will be provided at the beginning of each school year. A full week's tuition will be charged for these weeks.
- ◆ I agree to pay tuition in advance each week/month. My weekly rate is \$ _____. **Tuition is due on the first Monday of each week/month or on the first day my child is scheduled to attend school after the first Monday of each week/month. Wee Kids ELC counts each Monday of the month to determine tuition for that month (either four or five weeks). There are no deductions for vacation, weather related closings, holidays or absences due to sickness. If tuition is not paid in advance, Wee Kids ELC reserves the right to charge a late fee of \$15.00 each week that my account is not up to date.** Wee Kids ELC also reserves the right to not allow my child to attend school if tuition is not paid promptly. I agree to pay a \$20.00 fee for any returned checks.
- ◆ I agree to pay an annual, non-refundable, enrollment fee of \$_____ at the time of registration.
- ◆ I agree to give Wee Kids ELC two (2) weeks written notice if I intend to withdraw my child from the school. If this notice is not given, I agree to pay for the two extra weeks after my child has left the school.
- ◆ If I pick up my child after 6:00PM my account will be subject to a late pick-up fee of \$1.00 per minute per child for every minute after 6:00 PM. Payment is due at the time of pick-up.
- ◆ I agree to pay any and all fees, incurred by Wee Kids ELC, in collecting tuition of past due accounts.
- ◆ In an emergency situation, Wee Kids ELC staff has permission to administer first-aid or to obtain necessary emergency medical treatment. I agree to pay all expenses incurred due to any emergency regarding my child.
- ◆ If Wee Kids ELC staff is to administer medication, parents shall complete and sign a Medical Authorization Form.
- ◆ Per state regulations, I will be called to pick up my child who becomes ill while at school. Children with a contagious condition may not attend school without a signed note from a physician indicating that the child is no longer contagious.
- ◆ A full change of clothing shall be provided for each child and full day children should have a blanket and mat sheet for naptime. Please mark all items with your child's name.
- ◆ We request that children do not bring personal belongings to school as Wee Kids will not be held responsible for any lost personal items.
- ◆ Parents are asked to provide lunch for our full or extended day programs and Wee Kids will provide a nutritious morning and afternoon snack with a beverage.
- ◆ I agree to abide by additional guidelines set forth in the Parent Handbook.
- ◆ This is a yearly contract that takes effect upon the first day of enrollment and automatically renews on my anniversary date unless written notice is given two (2) weeks prior to withdrawal.
- ◆ Wee Kids ELC reserves the right to adjust tuition rates on a school year basis beginning in September.
- ◆ Wee Kids ELC/ Access Trading Corp. assumes no liability for any injury not caused by its negligence.

I have read, understand and accept all of the terms and conditions set forth in this agreement.

Signature of Director/Owner

Date

Signature of Parent/Guardian

Date