

Redwood Coast Montessori

After School Care Contract 2018 – 2019

After school care is provided as an optional, fee-based service for students of RCM. If you would like your child to be enrolled in regular after-school care, you will need to complete the application form and submit a \$100.00 deposit - refundable at the end of the school year. Drop-in care is offered on a space-available basis.

Monthly invoices will be placed in your parent cubby at the end of each month. Invoices will reflect all after school care charges for the month and any other expenses incurred during the month. In order to avoid late fees, payments are due within 30 days from the date listed on the invoice. If payment is not received within 60 days from the date of billing, your child will not be allowed to participate in after-care until the balance is paid off in full.

Families wishing to use RCM's after school care must agree to support their child in following the behavior expectations of the program. Children who are not able to follow the behavior expectations, or who are otherwise not successful during after school care will not be allowed to continue to attend the program. Initialing here acknowledges that you have read and agree to the terms of this after school care contract:

Please Print

Parent/Legal Guardian:

First Last () Home Phone () Cell/Work Phone

Address City State Zip e-mail address

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Address City State Zip e-mail address

Child(ren) Attending After School Care:

- 1) _____
- 2) _____
- 3) _____

Person responsible for payment: _____

After School Care Hours: M – F 2:30 – 5:30 (12:30 – 5:30 on minimum days)

Fees schedule: Students that do not qualify for free or reduced priced meals: \$4.00/hr.
Students that qualify for reduced priced meals: \$3.40/hr.
Students that qualify for free meals: \$3.00/hr.

The late pick-up fee is \$1.00 per minute, no exceptions. Our after school care workers have commitments and need to leave work on time.

EMERGENCY CONTACTS

(Please list at least 2 other than yourself) These are people to call who will be able to pick up your child if we cannot reach you right away for such things as: your child becomes ill, injured, or is behaving in such a way that he/she is unreasonably disrupting the afterschool care setting, or there is a school emergency. Listing them here authorizes them to pick up your child.

| Name | phone (2:30 – 5:30 p.m.) | address | Relationship to child |
|------|--------------------------|---------|-----------------------|
| | | | |
| | | | |

AUTHORIZED PICK-UP

Only people listed below (or in emergency contacts) will be permitted to take your child from our program. Photo ID will be required of people unfamiliar to us. If you want to add more people later, you may.

| Name | Phone(s) | Address | Relationship to child |
|------|----------|---------|-----------------------|
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List any food or environmental allergies and the severity of each:

List any special information about your child that will be helpful to staff:

In case of emergency, if you cannot be reached, what steps do you want taken?

I have read this enrollment contract and I agree to the terms and conditions contained herein. I agree to pay Redwood Coast Montessori the specified fees on time. I further agree to abide by any and all After School Care Program operating policies and procedures. I understand that this program is fee-based and I agree that, should I not keep my account paid and up to date, my child will necessarily be excluded from attending. Further, I agree that my child must comply with the behavior expectations in order to remain enrolled in the program.

By signing, I agree to the entire contract:

Print

Signature

Date