

KIDS ‘N THINGS, INC. ADMISSION AGREEMENT

Children will be admitted regardless of race, color, ethnic, or national origin after an interview with the parent and child and it is agreed that the child will benefit from the program offered by Kids ‘n things. A non-refundable registration fee is payable at the time of acceptance of \$150.00 per family. In addition to our fall registration fee, we have an Annual Summer Registration Fee on \$50.00 per child. We accept children from two to twelve years of age.

We will be open Monday through Friday, 52 weeks a year, from 6:00 a.m. to 7:00 p.m. We will be closed on New Year’s Day, Fourth of July, Memorial Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, and Christmas Day. We will close at 3:00 p.m. on New Year’s Eve and Christmas Eve.

I, the parent, agree to the following conditions under admission:

1. All forms (I.D. and Emergency Information, Physician’s Report, Health History, Medical Release, Statement of Parent’s Rights, Personal Rights and signed Admission Agreement) must be completed and returned before your child can attend our school. Physician’s Report must include dates of immunizations and T.B. test (if given). Immunizations received must meet minimum State Health Department requirements. Any additional immunizations required at a later date to satisfy these requirements are the responsibility of the parents and proof must be provided to the school.
2. Tuition will be due on the first day of each week according to the schedule below. This is a flat rate regardless of holiday or illness. A late charge of \$5.00 per child will be charged for tuition not paid by the beginning of each week.

**PRESCHOOL TUITION AS FOLLOWS:**

Full Day	5 Days	4 Days	3 Days	2 Days	1 Day
2 years	\$245.00	\$225.00	\$205.00	\$185.00	\$125.00
3-12 years	\$230.00	\$210.00	\$190.00	\$165.00	\$115.00

  

Half Day	5 Days	4 Days	3 Days	2 Days	1 Day
2 years	\$210.00	\$190.00	\$165.00	\$145.00	\$110.00
3-12 years	\$200.00	\$175.00	\$155.00	\$135.00	\$105.00

**SCHOOL AGE TUITION IS AS FOLLOWS:**

Kindergarten through 6<sup>th</sup> Grade

5 Days	4 Days	3 Days	2 Days	1 Day
\$175.00	\$155.00	\$130.00	\$110.00	\$80.00

Full time rates apply to School Age Children during Holidays and Summer Months

A.M. Transportation to public school is an additional \$25.00 per week.

3. Parents of children not picked up on time will be charged a late pick up fee of \$5.00 for every 5 minutes after 7:00 p.m., payable at time of pick up. Repeated late pickups will result in your child being dropped from the program.
4. All children must be signed in and out of school each time they attend. There is a \$10.00 charge each time you do not sign your child in or out! Do not leave your child until he/she has been accepted by a teacher. Only parents and authorized persons may sign your child in or out!
5. Sick children may not attend school. A health check will be done at the time of sign-in by the teacher. If a child complains of feeling ill at school, we will notify the parent immediately, even if no symptoms are present. If a child has no temperature but continues to complain, the parent will be called once again and the child must be picked up within thirty (30) minutes. If you cannot pick up your child, you must arrange for someone else to pick up for you (Remember this person must be listed on your emergency information). If you are unable to arrange for your child to be picked up within thirty (30) minutes, your child will be placed in the office until someone arrives to pick him/her up. If your child has a fever or any other symptoms of being ill, we will follow the above guidelines except that your child will be brought into the office immediately, to stop the spread of illness to other children. If we feel this is an emergency and you are unable to arrange for pick up of your child, we will call 911 for medical help. If transportation by ambulance is necessary, a staff member will accompany the child.
6. Tuition is payable as long as your child is enrolled. No credit will be given for sick days. Each student will be allowed one week of vacation time each school year, with no tuition due for that week. Single vacation days will be allowed. Vacation requests must be made in writing at least 24 hours prior to vacation.
7. You must give a two-week notice if you are planning to withdraw your child from Kids ‘n things.

This agreement shall be terminated when a child leaves Kids ‘n things with a two week written notice or at the end of the trial period (See Section 9). Modifications to this agreement shall be made whenever circumstances require such changes. Thirty (30) days written notice will be given if there is a change to the basic rate for services. No refunds will be made for services already rendered.
8. The first six (6) weeks a child attends Kids ‘n things is a trial period. If a child fails to make an adequate adjustment, we will ask that the child be removed from school to attend at a later date. During this time, the child can be dismissed without prior notice and any unused prepaid fees will be refunded within 48 hours. Thereafter, Kids ‘n things will give at least one week notice of dismissal and will refund any unused prepaid fees within 48 hours.
9. This agreement may be terminated by Kids ‘n things with a one week notice for the following reasons:
  - a. Parent/Guardian has not cooperated with Kids ‘n things regarding the child’s discipline needs;
  - b. Parent/Guardian has not paid the agreed upon fee or has been late paying the fee more than twice in a six month period.

10. The inspection authority of the Department of 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 shall make provisions for private interviews with any clients, including children or staff members, and for the examination of all records relating to the operation of the facility.
11. The Department of Licensing agency shall have the authority to observe the physical condition of the client, including conditions which could indicate abuse, neglect, or inappropriate placement and to have a licensed medical professional physically examine the client.

Kids ‘n things agree to provide the following services:

- A. A planned structured educational program (3 hours of preschool daily and extended day care, for the fees above). Our program will include music, arts and crafts, science, reading and number readiness, listening and following direction skills, colors, shapes, beginning computer skills and other concepts that are age appropriate for young children. We will maintain a highly qualified staff and teacher/child ratio of one to six for toddlers and one to twelve for preschoolers. The ratio for school-age children will be one to fourteen.
- B. A Parent’s Handbook that states our policies, philosophy, rules and goals will be provided to each parent.
- C. Three nutritious snacks will be served daily. Parents have the option of providing their child’s lunch or purchasing a hot lunch, at the cost of \$5.00 per day. A menu will be provided monthly.
- D. We plan several optional field trips yearly. Transportation is provided by chartered bus or in our own Kids ‘n things vans, depending on the distance and time frame of the various trips. Notices are posted a week or two prior to trips. A signed permission slip from the parents is required. Parents are welcome on all field trips.

**I HAVE READ AND AGREED TO THE TERMS AND CONDITIONS OF THE ADMISSION AGREEMENT.**

My child/children \_\_\_\_\_ will attend Kids ‘n things  
\_\_\_\_\_ days a week, for a weekly fee of \_\_\_\_\_.

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

Date: \_\_\_\_\_ Director’s Signature: \_\_\_\_\_

How did you hear about us? \_\_\_\_\_