



2012

Kids at Work -Admission/Tuition Agreement

Thank you for enrolling your child at Kids at Work! We look forward to getting to know your child and working together with you and your family. Please read and initial the following policies, indicating your understanding.

Financial Policies

___ I am enrolling my child ___ days per week and my monthly tuition is _____.

___ I understand tuition is due by the 1st of each month and it is considered late on the 3rd. I have the option of making my payments in 2 increments with the 1st payment due the 1st and the 2nd payment due on the 10th of the month (late on the 12th).

___ I understand there is a \$50 late payment fee for payments received 2 days after tuition is due and that Kids at Work may not offer services until payment is made in full.

___ To keep our school looking it's best, we require each parent to participate in 4 hours of volunteer time each year. If you prefer to payout your time, you may do so at a rate of \$75

___ Kids at Work is open from 6:30 am-6pm.

Operating Policies

___ Kids at Work offers breakfast, 2 snacks and a nutritious hot lunch each day. Parents with infants can bring in their own food, until the baby transitions to our table foods.

___ Should you find it necessary to dis-enroll your child, we ask for a 2 weeks written notice.

___ Kids at Work is overseen by Community Care Licensing. The State of California gives them the right to conduct unannounced visits to inspect our facility, staff records, children's files and to inspect the physical condition of the children.

Additional information on the above can be found in your "Parent Handbook."

Parent Name Parent Signature Date

Management Signature Date