

FINANCIAL AGREEMENT & VACATION POLICY (keep this page for your reference)

ALL DAY PRESCHOOL & SCHOOL AGE

**Please complete and return this form with your registration fee. This fee is only applicable if the student has not attended school in the last 90 days. There is no re-registration fee if your child attends through the summer months.*

Registration Fee (non-refundable): \$75

One Time Activity Fee: \$25

All Day Preschool Program

\$225/week

\$50/day

\$8/hour over 10 hrs/day

- Tuition is prepaid on the first day of the week your child attends Berean Preschool or Monday if you opt for automatic withdrawal through Brightwheel.
- A \$15.00 late fee will be charged if tuition is not paid by your first day of attendance each week.
- Tuition remains the same whether your child is in attendance or not. No deductions are given for sick days, holidays, weather related closings or scheduled school closings. Please read our attached vacation policy.
- We ask for a two-week written notice to withdraw your child from Berean Preschool. You will be responsible for two weeks tuition from the day you give notice.
- A 10% discount on the tuition of the child with the lesser rate will be granted to families with more than one child enrolled in Berean Preschool for 2 or more days/week. No discounts will be given on hourly rate.
- A charge of \$25 will be added to your account for any return checks due to non-sufficient funds.
- Your tuition payments may qualify for childcare credit, but may not be considered a deductible contribution.

VACATION POLICY

The vacation year begins the Tuesday after Labor Day until Friday before Labor Day of the next year. Each year-round enrolled family is eligible to receive two weeks of vacation allowance, equivalent to the days your child attends per week. Children must be in attendance year-round to receive this vacation allowance. If vacation time is taken and you withdraw your child before the end of the summer, you will be required to pay back the vacation time you have used.

A two week written notice is required when taking this vacation time. Please email or turn in a request directly to the Berean Preschool office. Under exceptional circumstances, this notice may be waived, please talk to the director about your situation. Families must use one week within the first 6 months (September-February) and the second week during the last 6 months (March – August).

Holidays are not to be used as vacation.

If you choose to use a day at a time, you pay the daily rate for the days your child attends that week. Vacation weeks cannot carry over from one year to the next. If you do not use your vacation by Labor Day, you lose it and begin with two weeks.



FINANCIAL AGREEMENT (return this page with enrollment forms)
ALL DAY PRESCHOOL

My child _____ will attend Berean Preschool on (circle days below):

Monday Tuesday Wednesday Thursday Friday

My tuition will be \$_____ weekly.

I understand my payment is due on _____ each week and remains the same even if my child is not in attendance.

My child does/does not qualify for a 2-week vacation allowance.

I have read and am aware of the attached vacation policy. _____
(initial)

Print Name _____

Signature _____ date _____