**Campus & Community Children’s Center**

**Early Care and Education- UPK Center Based**

**Enrollment Contract**

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| Please Enroll my child: |       |

in the Campus & Community Children’s Center Early Care and Education Program.

Holiday Program Enrollment- Children enrolled in the UPK Center Based program will have the option to attend care on days that Fredonia School District is closed.

 YES I am interested in having my child participate in the holiday program and agree to pay the full day rate

 NO I am not interested in having my child participate in the holiday program. My child will not need care on these days.

This contract constitutes a relationship between the Universal Pre-Kindergarten (hereinafter known as UPK) program and the Campus & Community children’s Center (hereinafter known as CCCC). The Fredonia Central School District UPK program will pay $2,912.50 per year for 2.5 hours a day for 36 weeks or $81.91 per week. The days applicable for this program are the same days the Fredonia Central Schools are operating. CCCC’s program consists of only full time slots. Therefore, it is understood that by enrolling a child in this program, fees will be based on a full day rate minus the UPK portion.

The Center’s Board of Directors has established the Center’s fiscal and procedural policies which are included in your parent handbook. Parent fees are due weekly, in advance, but no later than Monday of the week that your child attends. Children must be scheduled for specific days of attendance, and payment is due for those scheduled days even if the child is absent.

Late pick up charges accrue according to the late pick up policy stated in the parent handbook.

Two weeks written advance notice is required for schedule changes and withdrawals from the program. Payment is required for those two weeks. For extended absences, the contracted weekly rate is due for the first week, and then 50% of the weekly rate is due for each consecutive week of absence.

**The Early Care and Education Center will operate as follows:**

Monday – Friday 7:30a.m.to 5:30 p.m.

Holidays & In-service Days: The center is closed for the following holidays. Families are not charged for these days.

 Martin Luther King Jr. Day

 Good Friday

 Memorial Day

 Fourth of July

 Labor Day

 Thanksgiving Day

 The Day After Thanksgiving

 December 24th through January 1st

 2 In-Service Days (Dates TBD Yearly)

Emergency Closing Days: The center will be closed when Fredonia Central School System is closed due to inclement weather conditions. Parents are charged for the first two (2) snow days. See the parent handbook for emergency closing instructions.

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| For Office Use OnlyBeginning Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Daily Fee\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ -$16.19 per day = Adjusted Daily Fee\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Weekly Fee\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ -$81.91 per week = Adjusted Weekly Fee\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Holiday Program Rate\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

I have read and understand the above contract as well as the parent handbook and as a parent or legal guardian of the child named above, agree that both my child and I will abide by all center policies.

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| Parent or Legal Guardian Signature | Date |
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| Parent or Legal Guardian Signature (if two are signing) | Date |
|  |  |
| CCCC Representative Signature | Date |