

Parent Contract

Understanding of Charges/Payments & Parent Handbook

I, _____, a legal parent or guardian of _____ (child/ren name(s)) agree to pay Fountain Springs Children's Center the following rate per child for the care of my child/ren.

Weekly fees are pre-paid and due the Friday before care is given. More than one week can be paid for at one time. If pre-payment is not received, a spot may not be held for your child/ren.

<u>Class</u>	<u>Weekly Rate</u>
Infants	\$137.00
Toddlers	\$128.00
2's	\$126.00
3's	\$116.00
4's	\$116.00
5's	\$116.00
Kindergarten	\$101.00
School-Age B&A	\$91.00
School-Age B or A	\$66.00
School-Age Summer	\$116.00 (this rate is used during school if they are out 3 or more days during the week)
Drop- In Day Rate	\$25.00 per day (no more than 2 days)

Employee Discount: 25% per child. There will be only one discount. Sibling discounts will not apply to employees.

Sibling Discount: Families with more than one child at the Daycare will be given a 10% reduction in fees for each of the older children.

Holidays: We are closed for the following holidays: New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving and Christmas Day. Regular weekly rates will still be charged for the weeks that these holidays fall in.

Vacation Time: Everyone is allowed 2 weeks (Monday through Friday) per calendar year that will not be charged. A spot for your child may be held in any class at a rate equal to 75% of the usual weekly rate. This also applies to new kids, including babies coming to the daycare for the first time. The fee will begin at the point that a spot opens up in the class. This will not use up your 2 weeks of vacation through the year.

Late Pick-up Charge: Fountain Springs Children's Center is open Monday through Friday, 5:30 a.m. to 6:00 p.m. A late fee of \$1.00 per minute will be charged for pick-ups anytime after 6:00 p.m., according to the clock above the sign-in sheet.

Diaper/Wipe Charge: A charge of \$1.00 per daycare diaper and \$.50 per wipe will be charged to the parent if these items are required.

State Assistance Co-Payments: State assistance parents are responsible for any balance due that the state does not cover. Any co-payments need to be made by the 1st of each month for that month's care.

From the State of South Dakota Department of Social Services:

Parents, please keep in mind that you are obligated to pay your child care provider any charges not covered by the Child Care Assistance (CCA) program. In some instances, you may have child care expenses that are not covered by CCA. If your child care provider charges a flat weekly rate that is above and beyond the CCS allowed reimbursement rate, it is your responsibility to pay your child care provider the difference. This also applies to those families that have co-payments. If you have a co-payment, you still may have child care costs above and beyond CCA obligations.

The following are child care expenses and fees that are NOT covered by CCA:

- *Any and all child care costs above and beyond CCS obligations*
- *Family Co-Payments*
- *Registration fees*
- *Transportation costs*
- *Meal fees*
- *Activity fees*
- *Maintenance fee*
- *Late fees*

If you have any questions concerning your child care costs. Please contact your child care provider and discuss what additional fees that you will be responsible for and determine if you will have any additional expenses beyond CCA obligations.

Parents, also note that child care providers are only allowed to request reimbursement for actual hours that children are in their care. Obtaining money by fraud from public assistance or related programs is prohibited. It is unlawful for any person to knowingly make or execute a false statement, instrument, document, representation or to use any other fraudulent device, and thereby obtain money, property, or other assistance to which he/she is not entitled from any program administered to which he/she is not entitled from any program administered by the South Dakota Department of Social Services.

Parent Handbook:

I, _____ and _____
have read and understand the Parent Handbook for Fountain Springs Children's Center.

Mother's Signature

Father's Signature

Date