

# Paddington Station Preschool Extended Day Program Enrollment Agreement 2019-2020

Children are enrolled by the **session** on a first-come, first-served basis. Per regulations set forth by the Department of Human Services, children attending these programs must be at least two-and-a-half years of age. The maximum enrollment per day for Breakfast Club and Afternoon Tea is 20 students. The maximum enrollment per day for Whistle Stop is 16 students.

If a family drops a program mid-session, the unused portion of the stated cost will be forfeited. If space permits, and you would like to enroll your child in a program mid-session, you will be responsible for signing an enrollment agreement and paying the stated amount for the number of full months remaining in the session, which will be non-refundable and non-transferrable.

**Breakfast Club** will open at 7:30 am each day.

**Whistle Stop** will remain open until 3:30 pm each day. If your child's class releases at 3:15 pm, your cost for Whistle Stop will be half. If a family is late for Whistle Stop pick-up, the child will be taken to the School Office and a \$15 late fee will be charged.

**Afternoon Tea** will remain open until 5:20 pm each day and the School will close at 5:30 pm, allowing for ten minutes of time for you to sign your child out, gather his or her items and proceed to the foyer to exit the building on time and in alignment with the contracted hours of our employees. If a family is late for Afternoon Tea pick-up (after 5:20 pm), a \$15 late fee will be charged.

**Session 1:** August 2019 – December 2019

**Session 2:** January 2020 – May 2020

<b>BREAKFAST CLUB</b> <i>7:30 – 8:30 am</i>	5 mornings/week	4 mornings/week	3 mornings/week	2 mornings/week	1 morning/week
Session 1	\$480	\$384	\$288	\$192	\$96
Session 2	\$600	\$480	\$360	\$240	\$120

**Maximum Enrollment per day is 20. Breakfast Club Daily Drop-in Fee: \$15 (if space is available).**

<b>WHISTLE STOP</b> <i>3:00 – 3:30 pm</i>	5 afternoons/week	4 afternoons/week	3 afternoons/week	2 afternoons/week	1 afternoon/week
Session 1	\$240	\$192	\$144	\$96	\$48
Session 2	\$300	\$240	\$180	\$120	\$60

**Maximum Enrollment per day is 16. Whistle Stop Daily Drop-in Fee: \$10 (if space is available).**

<b>AFTERNOON TEA</b> <i>3:00 – 5:20 pm</i>	5 afternoons/week	4 afternoons/week	3 afternoons/week	2 afternoons/week	1 afternoon/week
Session 1	\$1,200	\$960	\$720	\$480	\$240
Session 2	\$1,500	\$1,200	\$900	\$600	\$300

**Maximum Enrollment per day is 20. Afternoon Tea Daily Drop-in Fee: \$35 (if space is available).**

Confirmation of enrollment for the session will be made by the School following receipt of this signed Enrollment Agreement and communicated to the parents or guardians who are financially responsible for the Student. **The deposit due date (50% of the total fee) for session 1 is on or before September 1, 2019, with the balance due on or before November 1, 2019. The deposit due date (50% of the total fee) for session 2 is on or before January 21, 2020, with the balance due on or before April 17, 2020.**

It is agreed that the confirmation of this signed Enrollment Agreement signifies the joint and several obligation of the parent(s) or guardian(s) to remit the charge for the stated cost of the program and all related fees for the session. It is further agreed that the confirmation of the Student's enrollment reserves a place for the entire session and that no reduction or rebate will be made in the event of early withdrawal or dismissal, nor is the cost of the program transferable to another program, student or session.

A late charge of \$15.00 per month will be assessed to any account that is delinquent over thirty days, together with interest at the rate of 18% per year. The bank fee incurred by the school will be assessed for any insufficient funds fees or credit card chargebacks. If legal action is necessary to collect any amount due to the School, or to interpret, enforce, reform, rescind or otherwise modify any term of this Enrollment Agreement, in addition to the full principal and interest amounts due, the School shall be entitled to recover its reasonable attorneys' fees, costs and expenses incurred in connection with such proceedings.

CHECK ONE:                      Session 1 2019                       Session 2 2020   
     (EA due before 7/1/2019)                      (EA due before 12/1/2020)

Enroll in times and days by circling your choices	<b>BREAKFAST CLUB</b>	MON	TUE	WED	THUR	FRI
	<b>WHISTLE STOP</b>	MON	TUE	WED	THUR	FRI
	<b>AFTERNOON TEA</b>	MON	TUE	WED	THUR	FRI

**STUDENT/DOB:**

**Today's Date:**

OFFICE USE	CHECK	ACH	CC
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Parent/Guardian 1 Signature

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Parent/Guardian 2 Signature

\_\_\_\_\_  
Parent/Guardian 1 Printed Name

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Parent/Guardian 2 Printed Name