

Kids Rule Academy

Registration Agreement

(Updated 10-2017)

Child's Name _____ DOB _____

Mother _____ Phone _____

Father _____ Phone _____

Address _____

Email _____

Payments and Fees

Registration fee of \$100.00 (\$225.00 for children under 24 months old) is required with this agreement for a child new to the program. **The Registration Fee is non-refundable.**

\$ _____ Date Paid _____

If the Registration Fee is waived, due to special promotion, the **Academy** must collect 1st week tuition payment at the time of enrolment. This payment is non-refundable.

This agreement signifies a Financial Commitment for the school year 2016-2017 reflective of the program for which my child is registered:

1. Month-to-Month with 30 day notice to un-enroll beginning on _____.
2. 12 consecutive months program beginning on _____,
and ending on _____

Programs and Option

Very Important:

KRA operates on the 30 day notice for every change including notice to un-enroll – no exceptions! (a written request to un-enroll must be submitted to the director).

I fully understand that Kids Rule Academy is the ENROLLMENT BASED PRE-SCHOOL, and is NOT ATTENDANCE BASED, therefore there will be no fee adjustments for our child's sick days, vacations, unforeseen emergencies, weather closures, holidays, or staff days as noted in our Closure Calendar.

I understand and agree that a non-refundable Registration fee of \$100.00 for children over 24 months old and \$225.00 for children under to 24 months old will be collected. Registration fee is collected at the acceptance of the Enrollment Form, and the Registration Agreement must be signed at the same time. State of WI DCF requires all licensed Day Care Centers to renew all the Registration paperwork every year. Therefore, Kids Rule Academy shall charge \$50.00 per year Registration fee every year when child's paperwork is renewed.

Tuition payments are calculated on weekly bases (there is no such thing as monthly payment at KRA). Tuition must be pre-paid for at least one full week in advance. Every week starts on any given Monday for our accounting purposes. Tuition can be paid weekly, bi-weekly, or it can be pre-paid for as many weeks in advance as parent wishes. Tuition can be paid by personal check, cash, or bank draft. We do not accept credit/debit card payments.

I understand that The Kids Rule Academy has a sliding fee scale (tuition) for each age group depending on the child/teacher ratio. A 10% discount will be given to siblings. The 10% will be taken off the least expensive tuition the family paid. \$150.00 BONUS (discount off of tuition) will be given to me if another family is referred by me and that family signs-up.

I understand and agree that a late pick up fee of \$1.00 per minute will be charged after 6:00pm.

I understand and agree that at the end of every month, based on the information collected throughout the month, Kids Rule Academy will present me with an invoice for any extra fees or charges that may have accrued during that month.

NSF check fee is \$35.00

I understand and agree that Kids Rule Academy has options for Full Time and Part Time Enrollment. In all due fairness, we prioritize full time enrollment (especially for families choosing a Month-to-Month enrollment Option) as our space is very limited. In short, if your child is enrolled for a Part Time attendance, and the class is completely full, and there is another child wishes to enroll for a Full Time, you will be: first, given an opportunity to upgrade to a Full Time attendance, second, we will attempt to advance your child to another classroom. In the event none of these options work, Kids Rule Academy reserves the right to ask you to un-enroll and will put your name on our Waiting List.

I understand and agree that the monthly program tuition is a flat rate for my child(ren) education and care needs, and it does not change unless I request a change. Any change to a schedule I request must be in writing to the **Academy** director and must be made 30 (thirty) days prior to this change effective date. If the change is a **Decrease (-)** in my/our child's schedule and the monthly tuition, the monthly tuition rate will remain the same for 30 days after the change I requested is approved by the **Academy** director. If the change is an **Increase (+)**, the monthly tuition will be adjusted immediately upon the approval of the change and my monthly tuition will be prorated on the daily bases. I understand that the change for **Increase** is subject to availability.

Leave of Absence:

!!! If your child leaves the program for the summer or at any time during the year, and you wish to reserve their place, your monthly payment shall continue at the 25% of the normal monthly rate during that time.

!!! If you child's schedule changes to fewer days during the Summer or at any time during the year and you wish to reserve their place, a holding fee equal to 25% of the difference in fees will be assessed each month.

Vacation:

Kids Rule Academy DOES NOT offer tuition credit for any vacation time taken.

I understand and agree that the **Kids Rule Academy** reserves the right to cancel the enrolment of my child(ren) for reasons not limited to the following: failure to observe the policies and rules of the **Kids Rule Academy** as outlined in the Parent Manual. Special needs of my child(ren) cannot be adequately met with current staffing of the **Academy**. If physical and/or verbal abuse of staff or other children takes place by me or my child. If I fail to adhere to the rules and regulations of the **Kids Rule Academy's** Educational and Early Childhood Programs. If I stop paying tuition or other fees I agreed to when signed up for the program. Under these circumstances, any unused portion of program fees paid to date will be refunded to me and whenever possible I will work with the classroom teacher to arrange a sensitive transition for my child(ren).

The following policy applies to the Infant/Toddler program only:

Upon filing an application a non-refundable Registration fee of \$225.00 is required. A specific start date/time must be established. If the **Kids Rule Academy** does not meet the specific date, we will refund the Registration fee. If parent(s) delay the start date/time a \$375.00 per month holding fee will be assessed. **In the event that your space is the last one available and other applicant wishes to enroll earlier then your start date, you will be given the opportunity to continue to hold the placement and secure your space by paying a holding fee of \$375.00**

per month until your start date. OR you may choose to be placed on the waiting list for a future vacancy.

Our Tuition Includes: Organic hot lunch and two snacks daily, unlimited organic milk, unlimited natural juices, unlimited fruit and vegetables. All the classroom materials. Extra fees may be charged for field trips depending on the cost of the trip and the transportation. If for any reason parents call and ask to extend the child's day, they will be charged at the rate of \$10.00 per hour. For example: if a part time child is asked to be picked up at 5:00pm, the parent will be charged an additional \$45.00 for that day. Only in a true emergency a child can be picked up during a nap time which is between 1:00pm and 3:00pm. The **Academy** has the right not to grant an extension if the space or the staff is not available at that time.

All required forms must be submitted prior to the first day of attendance and within 30 days for health and immunization. **Kids Rule Academy** is a nut-sensitive environment.

Web Cam Licensing and Usage Agreement: KRA gives parents/legal guardians access to view children in classrooms and various other places within the center in real time during the day. Before access is granted through our web site, parent/legal guardian **MUST** read and agree to the Web Cam Licensing and Usage Agreement. Every time a parent/legal guardian attempts to gain access to our Web Cams, they **MUST** sign our Web Cam Licensing and Usage Agreement electronically. A paper copy of the same Agreement **MUST** be also signed by parent/legal guardian, which shall be kept on file by KRA. If parent/legal guardian does not sign Web Cam Licensing and Usage Agreement, access to this service will not be granted to them. Web Cam Usage Agreement is attached to this Registration Agreement as Addendum A incorporated by reference and made a part of this entire agreement.

I grant full permission to the **Kids Rule Academy** to use my child's photographs and/or video materials for promotion of the **Academy**.

I have read the **Registration Agreement** in full and understand and agree with all the operational policies and fees of the **Kids Rule Academy**.

Signature of Parents/Guardians (Jointly and Severely)

Date