

ORCHARD PARK PRESCHOOL EXTENDED HOURS REGISTRATION FORM 2023-2024

Child's Name: _____ Nickname: _____

Date of Birth: ___/___/___ Gender: M F

Address: _____ City: _____ Zip: _____

Primary Caregiver: _____

Cell Phone: _____ Email: _____

Primary Caregiver: _____ Email: _____

Cell Phone: _____ Email: _____

All classes meet from 2:15pm-5:30pm

Please use one form per child

Little Lambs	18 mo by 8/1/2023
2 days/week	\$198/month
3 days/week	\$295/month
4 days/week	\$390/month
5 days/week	\$480/month
TEDDY BEARS-SR. PRE	2 Years by 8/1/2023
2 days/week	\$180/month
3 days/week	\$270/month
4 days/week	\$355/month
5 days/week	\$440/month

FEES DUE AT REGISTRATION: There is a \$30 Registration Fee per family. Fees are nonrefundable and are due at the time of registration. Make check payable to **OPLC** and put your child's name in the memo line.

OFFICE USE ONLY

Check Number _____ Cash _____ Amount \$ _____ Date Rec'd _____

FINANCIAL AND ENROLLMENT AGREEMENT 2023-2024

Please initial each section listed below, then sign and date at the bottom:

_____ I would like my family contact information to be included in the family directory.

_____ There is a \$30 nonrefundable REGISTRATION FEE per family that is due at the time of registration.

_____ LATE FEE if a parent or guardian in picking up after 5:30pm, a \$1.00/minute PER CHILD fee will be applied to the next month's tuition.

_____ Supplies are included in monthly tuition, so no extra Supply Fee.

_____ May 2024 TUITION is due by May 1, 2023. The fee is non-refundable upon withdrawal unless the child's spot is subsequently filled by another enrollment.

_____ Tuition is figured for the year and divided into 9 equal installments.

_____ Tuition is due on the **first attended** day of the month beginning in September. Payments received after the 1st of the month will be assessed a \$10 late fee unless prior arrangements have been made with the Director.

_____ Tuition **will not** be refunded for days absent due to illness, vacations, snow days or other reasons.

_____ If withdrawing from the program for any reason, written notification must be submitted to the Director at least two weeks in advance.

_____ I understand that I will be notified should my child become ill during the day and that I will pick up my child promptly. I will follow the procedures outlined in the Learning Center Parent Handbook for bringing my child to school following an illness.

_____ The Learning Center follows Carmel Clay School calendar for major holidays.

_____ The Learning Center follows Carmel Clay School system for closures and delays in the event of inclement weather.

_____ I give permission for photos to be taken of my child and published on the website and other social media without name attached.

_____ I give permission for photos to be taken of my child and used on bulletin boards within the school, in newsletters, and emailed/texted to me and other parents in my child's class.

_____ You may provide my contact information to other parents within the Learning Center.

This agreement has been read, and it is understood that this agreement is not subject to cancellation except by mutual agreement and by consent of Orchard Park Learning Center.

_____ Parent/Guardian Signature
_____ Date