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**St. Alban’s Christian Learning Center**

**2024-25 School Year Enrollment Contract**

**PARENT NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CHILD NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**EMAIL \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CHILD DATE OF BIRTH \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**ALLERGIES/IEP \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

This enrollment contract will be in effect from August 19, 2024 until June 12, 2025. If it becomes necessary to end this contract, for any reason, before June 12, 2025, a **2-week written notice** is required. **PAYMENT IS REQUIRED DURING THE TWO WEEK PERIOD.**

**IN CONSIDERATION OF** the matters described above and the mutual obligations set forth in this contract the Parent and SACLC agree as follows:

**SERVICES PROVIDED:**

* Services will include the supervision of children, engaging children in learning activities and providing a morning and afternoon snack. Parents will provide a packed lunch from home, including utensils, napkins, and a drink. Parents will also send in a bottle filled with water daily. **Weekly sports program is an additional cost.**

**SCHEDULE:**

* Indicate below the **days and times** your child will be attending. Hours of operation are Monday through Friday, from 7:00am until 5:30pm. Late charges will be applied for any child not picked up by 5:30pm or NOON (for part time students).

Monday \_\_\_\_\_\_\_\_\_\_ Tuesday \_\_\_\_\_\_\_\_\_\_ Wednesday \_\_\_\_\_\_\_\_\_\_

Thursday \_\_\_\_\_\_\_\_\_\_ Friday \_\_\_\_\_\_\_\_\_\_

* Should you occasionally need to add an extra day, the drop-in rate is $60 per day. This rate will be applied to your monthly tuition and can only be offered **AFTER GETTING APPROVAL AND IF SPACE PERMITS.**

**TUITION:**

1. A non-refundable deposit of $75 is payable by the client upon the execution of this Agreement.
2. Monthly tuition charges for the 2024-25 school year are as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **2 Days (Tuesday/Thursday)** | **3 Days (Monday, Wednesday, Friday)** | **4 Days (Monday-Thursday OR Tuesday-Friday)** | **5 Days** |
| Part Time (NOON Pick-up) | $590 | $689 | $786 | $886 |
| Full Time | $786 | $886 | $984 | $1107 |

1. Invoices are submitted by SACLC to the Parent via the Brightwheel app and are due upon receipt. **Tuition can be paid monthly or bi-monthly.** Monthly payments are due on the first of the month, September through May, and bi-monthly payments are due on the first and fifteenth of each month, September through May. The months of August and June will be billed at half the monthly tuition, since they are half-months.
2. Tuition payments through Brightwheel are removed from your bank account like an ACH payment. We **DO NOT** accept cash or checks.
3. Part-time pick up is at 12:00 NOON; no lunch is provided.

**FACILITIES:**

1. The parent will provide the following to SACLC:

* Packed lunch, including drink, utensils and a napkin
* Change of clothing in case of accident/spill
* Blanket/sleep items (if applicable)
* Bottle filled with water daily. Bottle will be filled throughout the day, if necessary

**By providing a date and signature, you agree to the terms and conditions outlined in this contract.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_

(Parent Signature) (Date)

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(Director Signature) (Date)