

2014/15 OHASK Contract

**Two-week notice required for decrease in schedule.
To change the schedule, please submit a new contract. Keep a copy!**

Child's Name _____

☐ My child will drop in from time to time OR

☐ Please enroll my child for the following weekdays (please note, a two-week notice is required to decrease the number of days, and enrollment is granted on a first-come, first-served policy)

☐ Mondays ☐ Tuesdays ☐ Wednesdays (extra charge on Early Release Wednesdays)
☐ Thursdays ☐ Fridays

OR

☐ Un-enroll my child from the program

I understand that fees are due in advance of attendance, and that a registration fee of \$15 per family is due at the time of registration. **I am responsible for payment of this account. I understand that a two-week notice is required for a reduction in schedule. I will submit a new contract if my child's schedule changes. My child's current immunization information is on file with the after school program.**

Signature of parent/guardian _____ Date _____

Send invoices to this email address: _____

Fees and Scheduling: Full-time enrollment is five days per week, and part time enrollment is a regular schedule for fewer than 5 days per week. The fee schedule is as follows:

Full time enrollment (5 days per week) \$12/day

Part time enrollment (1-4 days per week) \$14/day

Drop-in, if available \$15/day if paid on day of attendance (\$17/day if billed)

Early Release Days: Additional charge of \$10

Invoices will be sent monthly on the 20th of each month for attendance in the following month. Payment is due before the 1st of the month.

Please make checks payable to Open Hearth at Waitsfield, OHAW, or OHAWES.

Drop-ins: 24-hour notice (496-3643) is required. A completed registration form must be on file and the account must be in good standing. Payment is due on or before the day of attendance. A \$2 fee will be added to the cost if payment is received after the date of attendance. Prepayment is also encouraged.

A sibling discount of 10% is given off the total regular program invoice.

Failure to make payment: Accounts that are not paid in full by the 15th of the month will incur a finance charge of \$5. If the account has an unpaid balance at the end of the month, the child will be removed from the program until the account is paid in full. It is our sincere wish that the above steps will not need to be taken.

Tuition Assistance: Please refer to page 3 of the Parent Handbook for more information. If you would like help with the application, please let us know and we will be happy to assist.