

# Jeffersonville Country Day School

## Tuition Contract / September 2018

Registration Fee\*: \$50.00 (non-refundable)

Hours\*\*: 7:00am to 6:00pm

### Infants (3 to 12 months)

### Pre-Toddlers (12 to 24 months)

### Toddlers (24 to 36 months)

\_\_\_ 5 Full Days †  
\_\_\_ 4 Full Days †  
\_\_\_ 3 Full Days †  
\_\_\_ 2 Full Days †

\_\_\_ 5 Full Days †  
\_\_\_ Individual Day †  
\_\_\_ Long Half Day †  
\_\_\_ Short Half Day †

\_\_\_ 5 Full Days †  
\_\_\_ Individual Day †  
\_\_\_ Long Half Day †  
\_\_\_ Short Half Day †

### Preschool/Kindergarten (Morning Program)

### Preschool (Afternoon Program)

\_\_\_ 5 Full Days †  
\_\_\_ Individual Day †  
\_\_\_ Short Half Day †

\_\_\_ 3-Year-olds (Tuesday & Thursday) †  
\_\_\_ 4-Year-olds (Monday, Wednesday, & Friday) †

- Our Short Half Day Program is from 9:00am to noon.
- Our Long Half Day Program allows for drop-off before 8:30am and ends at noon.
- Our Kindergarten Program is a full day, from 9:00am to 3:00pm.
- Our Preschool (Afternoon Program) is from 12:15pm to 2:45pm, September to May.
- Full Day and Individual Day rates are based on any time over 5 hours per day.
- Overtime for full and part-time students is \$8.50 per hour.
- A 5% discount is given to the oldest child when 2 or more children attend.
- Enrollment is accepted on a minimum of 2 days per week. This applies for summer enrollment as well.

\* **Infant registration fees** are based on the time between registering and your start date. 1 to 6 months is \$50.00. 6 to 12 months is one week's tuition. Over 12 months is two week's tuition.

\*\* One Monday per month, JCDS closes at 5:30pm for our monthly staff meeting. Dates are provided in advance.

† Call for Prices

## Contract Terms, Conditions, and Holidays

Tuition is due on Monday, payable 2 weeks in advance on the first day of attendance, then every Monday thereafter. Children not in attendance on Monday will have their tuition due on their first day of attendance for the week. Tuition for our Afternoon Program is due on the first day of class at the beginning of each month. JCDS accepts VISA, MasterCard, American Express and Check/Debit cards. A \$5.00 late fee will be charged for each day that your tuition payment is late. No tuition credit is given for school holidays, sick days, vacations of less than one week, or voluntary withdrawal. The maximum vacation credit allowed is one week per **school year** (September to August) and applies only to those children enrolled 12 months out of the year. One month's advance written notice is necessary in order to receive the vacation credit. School holidays observed are: One floating holiday, New Year's Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving (Thursday & Friday), and Winter Holiday Week. There is no tuition due for the Winter Holiday Week.

Child(ren) Name(s): \_\_\_\_\_ Telephone #: \_\_\_\_\_  
Address: \_\_\_\_\_ Start Date: \_\_\_\_\_  
\_\_\_\_\_ Arrival Time: \_\_\_\_\_  
\_\_\_\_\_ Departure Time: \_\_\_\_\_  
Days Preferred: \_\_\_\_\_ Tuition Due: \$ \_\_\_\_\_

(Please review and sign the reverse side of this contract).

## Other Terms and Conditions Upon Enrollment

**WITHDRAWAL** – In the event that your child must leave the school, it is required that a **two-week written notice** be given to the school. Tuition is payable until the end of this two-week period. If no notice of withdrawal is given, you are still responsible for the two weeks tuition. Failure to give proper written notification will forfeit all tuition paid in advance covering this two-week period.

**SNACKS** – Permission is granted for your child(ren) to have snacks, juice, soups, fruits and vegetables at school whenever served, and grant that your child(ren) may have ice cream, cupcakes or other party snacks as served by other parents or the school, for parties or treats at school. If your child has food allergies, parents will be responsible for providing snacks for their child, if they decide the snacks provided by the school may cause an allergic reaction.

**FIELD TRIPS** – Permission slips will be obtained from parents for any event that requires your child(ren) to leave school property. JCDS will provide the same adequate responsible adult supervision for those excursions as is provided children while in attendance at the school. Chaperons are welcome to attend any field trip and are encouraged to do so whenever possible. It is understood that the school, its drivers and all persons transporting students to and from school, or school functions, will not be held responsible in case of accident, and any claim against the school or such persons for loss, injury or damage, however caused, is expressly waived.

**IN SCHOOL AND ON SCHOOL PROPERTY** – It is understood that both inside and outside the school, every reasonable precaution will be taken to assure the safety and welfare of your child(ren), and that in the event of an accident, the school or staff is not held responsible, and that any claim against the school and such persons for loss, injury or damage, however caused, is expressly waived. It is also understood that in the event of an accident, every effort will be made to contact the parents. If this is impossible, the school has permission to take your child to a recognized physician or hospital.

**PHOTOGRAPHS AND PUBLICITY** – Photographs of the children participating in our programs may be taken from time to time and may appear in newspapers, magazines, brochures, our website, or other public materials. Your permission for photographs including your child to be used without compensation is part of this agreement.

**SPECIAL CONDITIONS** – It is understood that the school reserves the right, at the beginning, or during the day, to return the child to the parents or to have the parents come and pick up the child, if the school feels, at its discretion, that the presence of the child affects the health and welfare of the child or other children. Subsequent attendance is at the discretion of the school. (Please refer to our illness policy for more details.) Such an act by the school does not affect the tuition obligation of the parents. It is understood that the members of the school staff cannot administer any medication without written authorization from the parents. It is understood that the school reserves the right, without notice, at any time, to terminate the enrollment of a child, at its discretion, and to return to the parents any tuition paid in beyond this date, minus an amount to cover the two-week termination period (see **WITHDRAWAL** above).

**CONFERENCES** – It is understood that conferences are welcome as the need arises; however, the school will arrange such conferences through the owners, and not through the teachers during their school day.

**ADDITIONAL CHARGES** – There is a service charge of \$20.00 for all returned checks. A late fee of \$5.00 will be charged for every **five-minute interval** your child(ren) remains past closing or pick-up time.

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Parent/Guardian Signature & Date

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School Signature & Date

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Parent/Guardian Signature & Date