



PRESCHOOL

AESS District Member Campus Serving Children from 2 years to School Age

HOURS OF OPERATION

School Day: 8:30 am – 3:00pm Beforecare: 7:30am-8:30 Aftercare 3:00 pm-6:00 pm

HOLIDAYS-PRESCHOOL CLOSURE

Week of Christmas (Dec 18-26) New Year’s Eve, New Year’s Day
 Thanksgiving Day, day after Thanksgiving Independence week (July2-10)

	5 or 4 Days (MTWTF)	3 Days (MWF)	2 Days (TH)
ONLY 8:30am-3:00pm	\$120	\$100	\$80
SCHOOL DAY, BEFORE/AFTERCARE	\$170	\$150	\$130

Important Billing Policies

- **A LATE PICKUP FEE OF \$1.00 PER MINUTE WILL BE ASSESSED AFTER 6 PM. PLEASE BE ADVISED** the police are at 6:30 pm if listed emergency contacts cannot be reached. Please keep you emergency contacts updated.
- **Not clocking your child in and/or out correctly is a \$35 fee each time.**
- **All vacation and withdraw requests must be submitted in writing 2 weeks in advance to halt tuition.**
- **Tuition is a flat rate and does not change based on sick days, unscheduled vacation, or emergencies.**
- We require a registration fee of \$40 which will be applied to your first weeks registration.
- Tuition is due on the Monday prior to your child’s attendance. All unpaid accounts will have a **late fee** of \$25 at 6 pm Wednesday, and at 6pm Friday services will be suspended until accounts are at a \$0.00 balance.
- Before care (7 am-8 am) and aftercare (3pm-6pm) are \$5/hour up to \$50/week or \$6/hour up to \$60/week for diapered children.
- School Age children attending during the summer and holidays will be charged at preschool rates.
- Returned checks are a \$25 fee and are non-payment. An additional \$25 late payment fee is added to late payment.
- For current accounts (paid prior to Monday attendance) we offer a 10% sibling discount for the least expensive child.
- DES allows for 5 missed days of attendance due to illness per month. **If your child misses additional days** you will be required to pay the **full DES tuition amount plus your co-pay** for any missed days.
- All refunds or billing issues must be submitted in writing and approved by Paula Morrison.