

Before and After Care Agreement

By signing below, the parent(s)/guardian/responsible party and FCMS Before & After Care agree to the following:

1. Payment of Before an After Care tuition is due on the first of each month when childcare services will be provided. If your child(ren) are not registered for specific days per week of After Care, we ask that you provide at that time a list of the specific childcare needs for the upcoming month. Random and Drop-In care on days other than your listed needs can only be provided at the Drop-In rate (see fees below) if there is space, per ratio rules. These Drop-In charges must be paid by the next month's payment due date. INITIAL
2. We will keep record of Before & After attendance and payments on Kinderlime. INITIAL
3. Changes made to your Before and After Care schedule must be made prior to the 1st of each month. If you need to increase the number of days of care before the end of the month, you will be charged the Drop-In rate for the remainder of the month. Likewise if your care needs decrease, we are unable to issue a credit for the remainder of that month. INITIAL
4. Care is tuition-based and will be paid monthly on the first of the month (just as preschool/K tuition is billed). We cannot credit your account for days your student misses due to illness or absence or on days when school is canceled due to inclement weather. INITIAL
5. After Care closes daily at 5:10pm. There will be a 5 minute grace period after that, late fees will apply. Late pick-up fees increase every 15 minutes. If my child is picked up late, I agree to pay the late pick-up fee (see the [FCMS website](http://www.focomontessori.org/enrollment/tuition/) (www.focomontessori.org/enrollment/tuition/)). Pick-ups after 6:00 will be charged a fee to be determined by the After Care Director. Cell phone clock time will be used to certify lateness. INITIAL
6. Activities provided will include outdoor and indoor free play, outdoor and indoor organized activities, arts and crafts, board games, Legos and other building materials, and some group time each day. This program has been approved and cleared as part of our childcare license, so be assured that all safety measures and staff requirements have been and will continue to be met. All snacks and breakfasts will have to come from home, just like the rest of the school day. There will be a time for eating in both the Before and After Care schedules. INITIAL
7. Before Care students will need to be signed in by a parent/guardian and will be escorted to their classrooms when school begins. After Care students will be signed in by our staff, and must be signed out by a parent/guardian or approved pickup person from the list on your student's registration form. INITIAL
8. Accounts past due 7 days will be assessed a late fee charge. Refer to the [FCMS website](http://www.focomontessori.org/enrollment/tuition/) (www.focomontessori.org/enrollment/tuition/). INITIAL
9. Payments must be made by check or electronically. Any costs assessed to FCMS for checks drawn on insufficient funds shall be the responsibility of the check writer. Any cost incurred to collect past due INITIAL

Signature of Parent/Guardian
or Responsible Party: _____

Signature of Parent/Guardian
or Responsible Party: _____

Printed Name: _____

Printed Name: _____

Date: _____

Date: _____

Before and After Care Enrollment Form

Name of Student: _____ Date of Birth: _____

Allergies: _____

EMERGENCY CONTACTS DURING BEFORE AND AFTER CARE HOURS *(please list at least two):*

1. Name: _____ Home Phone: _____ Cell Phone: _____

Relationship: _____ Email: _____ Authorized to pick up? Yes No

2. Name: _____ Home Phone: _____ Cell Phone: _____

Relationship: _____ Email: _____ Authorized to pick up? Yes No

3. Name: _____ Home Phone: _____ Cell Phone: _____

Relationship: _____ Email: _____ Authorized to pick up? Yes No

Days attending BEFORE CARE *(additional days will be charged at the Drop-In rate):*

Monday Tuesday Wednesday Thursday Friday

Days attending AFTER CARE *(additional days will be charged at the Drop-In rate):*

Monday Tuesday Wednesday Thursday Friday

Changes made to your Before and Aftercare schedule must be made prior to the 1st of each month. If you need to increase the number of days of care before the end of the month, you will be charged the drop-in rate for the remainder of the month. Likewise if your care needs decrease, we are unable to issue a credit for the remainder of that month.

BEFORE AND AFTER CARE COST AND FEES

I agree to the costs and fees associated with Before and After Care. Please visit the [FCMS website](http://www.fcomontessori.org/enrollment/tuition/) (www.fcomontessori.org/enrollment/tuition/) for current Before and After Care cost and fees.

Signature of Parent/Guardian
or Responsible Party: _____

Date: _____