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## CHILD CARE AGREEMENT

PLEASE READ CAREFULLY AND INITIAL BY EACH STATEMENT:

Pick up procedures: I understand that photo ID is required for student pickup. Only those individuals on the pickup list will be able to sign out a student. Any additions or changes to the pickup list must be made in writing and given to the Director. Without proper photo ID, my child will not be permitted to leave the aftercare program. This rule will be strictly enforced.

Late Fees: I understand that my child needs to be picked up by 6:00 p.m. A \$1.00 per minute, per child, late fee will be applied after 6:00 p.m. After the third late pickup, my child's participation in the Sarasota Suncoast Aftercare program may be terminated. In the event of an Emergency, I will call the Director on the Aftercare phone number (941-225-3087) to notify of late pick up.

Returned Payments: I understand that if, for any reason, my check is returned for insufficient funds, I will be responsible for contacting the Director no later than five (5) days after the return notification. I am responsible for paying the returned amount PLUS a service fee of \$15.00. I understand that after two (2) unpaid returns, my child may be terminated from the Aftercare program. All returned items or past due balances must be paid in full.

Change of program plans: I understand that any changes to my program plan or account information must be given to the Director ten (10) days prior to the next scheduled payment date. The scheduled payment dates occur on the 1<sup>st</sup> of every month.

Fee Calculations: I understand that the amount due each month will be calculated based on the schedule that I have chosen for my child. I will be charged for days that I have indicated my child will use on the enrollment sheet. Each student is given three (3) sick days as a credit. Those days will need to be excused absences from school. No other credit days will be given. I understand that I will provide the Director with any schedule changes 10 days prior to the date of change. I understand that I am required to pay each invoice by the 15<sup>th</sup> of each month. Failure to do so will result in a \$10 late