



YMCA@ RCC Child Development Center

YMCA
We build strong kids,
strong families, strong communities.

Center hours are: Monday thru Friday 7:30 to 5:30

Admission Policy

Age for admission is 24 months through 12 years. Children must be toilet trained/training. Admittance is determined by the following priorities: Please circle the one that applies to you.

1. Students of RCC
2. Staff of RCC
3. General Community

Financial Obligation

Every family accepted into the center must have the financial support to pay for childcare. We do accept families with AFS, Moving On, and vocational rehabilitation support.

Childcare Costs

A non-refundable registration fee of \$20.00 per term is due at the time of registration.

Your hourly rate will be based on the number of hours that you have contracted for the week. Weekly contract hours are rounded up to the next whole number. We do not calculate in half hour blocks.

Payments are due in full at the beginning of the term or in payments by the 5th of every month. If payment or payment arrangements have not been made by the 15th a \$1.00 per day late fee will be added. If no payment or payment arrangements have been made by the 20th the child will not be allowed to attend the program.

Contract Changes: You may only make one schedule change per term & it must be received within the first two weeks of each term. Thereafter we will bill you by the most recent contract on file.

Late Fees: If you do not pick your child up by the contracted time you will be charged a late fee of \$3.50 per hour for preschoolers and \$4.50 per hour for toddlers with a 1 hour minimum, and billed by the hour thereafter. If you have not picked your child up by 5:30pm you will be charged a **late fee of \$5.00 for the first 1-5 minutes and \$2.00 per minute thereafter.** The clock at the center determines the amount of the late fees.

Refunds: Charges will not be refunded due to illness, personal holidays or emergency closures. You are charged for the space you contract for your child. You will not be charged for college recognized holidays and in service days.

Withdrawal: Both parties have the right to terminate this contract at anytime. You must fill out and submit a "Notice of Withdrawal" to the Director two weeks prior to the child's last day in order to receive a refund of the unused tuition. You are responsible for the payments up through those two weeks. If it is determined that we cannot meet the needs of your child, you will be given a two week notice and will only be obligated to pay for the time used.

I have read and agree to the above admission policies of the YMCA@RCC Child Development Center.

Parent/Guardian's Signature

Date

YMCA Site Director's Signature

Date

Grants Pass Family YMCA * PO Box 5439 * 1000 Redwood Ave. * Grants Pass, OR. 97527
(541) 956-7011 * Fax: (541) 474-0087 * email: ymca@echoweb.net



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Payment Contract 8/21/2007

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Parent's Name: _____ Child's Name: _____

Address: _____ Phone# _____

Please check the hours you would like to contract for. Toddler Rate: Preschool Rate:

- Full-Time 24+ hours/week \$3.50 per hour \$2.50 per hour
- Part-Time 15-23 hours/week \$4.00 per hour \$3.00 per hour
- Occasional 5-14 hours/week \$4.50 per hour \$3.50 per hour

Starting Date: _____ Ending Date: _____

Times	Monday		Tuesday		Wednesday		Thursday		Friday		Total Hours
	In	Out	In	Out	In	Out	In	Out	In	Out	
Totals											

Weekly contract hours are rounded up to the next whole number.

According to the above hours I agree to pay the following contracted price of \$_____ per term to be paid in full or payments of \$_____ by the 5th of each month. I understand that if payment or payment arrangements are not made by the 15th a \$1.00 per day late fee will be charged. I understand that if no payment has been made by the 20th of the month my child will be excused from the program. I also understand that this contract can only be changed once within the first two weeks of each term.

Center hours are: Monday thru Friday 7:30am to 5:30pm

Late Fee:

Any child that is not picked up by the time the center closes the following late fee will be charged. The clock in the center will determine the time.

1-5 minutes \$5.00 every minute thereafter \$2.00

Non-Contracted Hours:

I understand that if my child is at the center other than or later than contracted hours I will be charged for that time at the occasional care rate of \$3.50 per hour for preschoolers and \$4.50 per hour for toddlers.

Non-contracted hours are billed with a one hour minimum and by the hour thereafter.

I need the following payment arrangement _____

Parent/Guardian Signature SS# Date

YMCA Site Director Signature Date

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