

# Spring Garden Academy

Two Locations: 18<sup>th</sup> and Spring Garden Sts. / 17<sup>th</sup> and Tioga Sts.

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## **CHILD CARE CENTER FINANCIAL INFORMATION – 2014-2015**

*Effective July 1, 2013*

### **TUITION AND FEES**

#### **Registration (non-refundable):**

- |   |         |
|---|---------|
| • Preschool   | \$60.00 |
| • Re-entry Fee (after two months absence)<br>from Preschool | \$30.00 |
| • Before/After School Program                               | \$35.00 |
| • Summer Camp   | \$35.00 |

#### **Security Deposit:**

One weekly tuition payment is due at the time of enrollment as a security deposit. Your deposit will be refunded to you when your child withdraws from school, or you can apply the deposit to the tuition due for the child's last week in attendance.

#### **Preschool Tuition:**

Tuition includes breakfast, hot lunch, afternoon snack, curriculum, and supplies. Some field trips will involve additional costs.

#### **Full Time Rate**

Older Toddler (30-36 months)	\$190 per week
Preschool (36 months – until Kindergarten)	\$170 per week

#### **Part Time Rate**

Older Toddler (30-36 months)	\$155 per week
Preschool (36 months – until Kindergarten)	\$135 per week

#### **School Age Programs:**

Part time (Before/After school each day)	\$24.00 per day
Full day program	\$34.00 per day
School Age Summer Camp	\$170.00 per week
(Fee includes breakfast, lunch, snack, and supplies. Some field trips may involve additional costs.)	

## DISCOUNTS

### **Advanced Payment Discount**

A \$20 discount will be given if payment is received no later than Tuesday of each week of service. This discount is applied to parents who pay full tuition and do not qualify for other discounts. It is not applied to CCIS co-payments. Parents who pay after the Tuesday deadline will not receive the discount for that week.

### **Family**

Families who do not qualify for other subsidies or discounts may apply for a family discount based on the number of children attending.

### **After School**

Discounts may be available for a child who does not need full services and does not qualify for other financial assistance or subsidy. Please see the After School Director for details.

## PAYMENTS AND PAYMENT OPTIONS

Once your child has been accepted, he or she is enrolled for the remainder of the school year (except for the Summer Camp in July and August) or until termination. Enrollment guarantees your child a place in his or her class.

**Tuition is due each week the child is enrolled, even if the child is absent because of sickness, holidays, snow days, in-service days, or vacation days.**

Please remember that we are a school, not a weekly babysitting program. We have a yearly budget and teachers' contracts to meet. We must pay our staff even if your child is absent. The full weekly tuition payment is always due when school is open for two or more days in a week (such as Thanksgiving week).

For a parent paying weekly, the full weekly tuition is due on the Monday of each week of service or the Friday before the week of service. The advance payment discount will not be given if payment is later than Tuesday.

Parents receiving assistance must also pay the full co-payment amount each Monday. For parents on subsidy programs, failure to pay will result in notification to the subsidy agency.

### **Methods of Payment**

We accept cash, checks, money orders, and electronic payments via paypal (bank transfer, credit card, e-check). Always write your child's name at the bottom of a check or money order. If a personal check is returned for insufficient funds, a replacement payment must be paid in cash within two days. A \$20.00 service charge and any bank fees will also be charged to your account. We will not accept personal checks after two have been returned for insufficient funds. Also, if you are behind more than two weeks, you must pay your bill in cash or money order. We will not accept personal checks in the months of June, July, and August.

### **Refunds**

If approved, a refund will be paid within thirty days.

**LATE FEES**

Late charges will begin at 6:00 p.m. at the rate of \$1.00 per minute to be paid upon pick-up or the next school day. If the parent is tardy more than three times, the child will not be allowed to attend Spring Garden Academy.

**VACATION CREDIT**

Credit is not granted during the school year (September-June) for vacations.

**GRANTS AND SCHOLARSHIPS**

Spring Garden Academy understands the tremendous financial pressures that most people in our communities are experiencing. We have endeavored to keep our tuition fees as low as possible while providing a quality, superior education and childcare program. We are constantly seeking grants and donations to help us keep our costs down.

If you are seeking scholarship assistance, please see the office for information about local scholarship and grant programs.

**SUBSIDIES**

We also accept participants from Child Care Information Services (CCIS). Please see the office for more information.