Merrimack Valley YMCA
Andover/North Andover Branch
978-685-3541

Preschool Enrichment Program Service Agreement 2009-2010

Child's Name: _____ Date Of Birth: ____/ ____/ ____ Home Phone: _____

I am registering my child for the following Preschool Enrichment Program (place an **X** in the appropriate box):

Before School Breakfast Club (7am-start of preschool)	½ Day Preschool (9am-12pm)	Full Day Preschool (9am-3pm)	Extended Day (7am-6pm)

I am registering my child for the following days (2 day minimum):

_____Monday _____Tuesday _____Wednesday _____Thursday _____Friday

Tuition is based on 180 scheduled school days and the number of days per week your child is registered to attend the program. Payment is averaged over a 10-month period. This rate does not include school holidays, vacation weeks, or full curriculum days. A general preschool YMCA membership is given to your child and is valid during the time that your child is enrolled in the Preschool Enrichment Program.

In addition as the parent/guardian, I understand and agree:

- **To pay a $50.00 non-refundable, non-transferable registration fee per child per school year. However, I understand that if I cancel or withdraw from the program and wish to re-enroll I will be charged a $50 reinstatement fee for each occurrence.**
- **To pay a $10.00 change charge for every change made to enrollment after registration.**
- **To pay a late pick up fee of $1.00 per child each minute after the program ends.**
- **To pay my monthly tuition fee one month in advance of service. Payment is due on or before the 25th of each month. A $25.00 late fee will be applied to my delinquent account. (Example: Payment for September is due by August 25th)**
- **To pay a $25.00 charge for any check that is returned from the bank. (Check must be replaced with a certified check or money order.)**
- **To provide the program with all completed registration forms and a completed, up to date health form.**
- **To call the program as soon as possible if my child is going to be absent.**
- **To abide by the guidelines stated in the parent handbook.**
- **To attend parent meetings/family nights.**
- **To provide a two-week written notice to change my child's scheduled days or to withdraw my child out of the program. I understand that I am responsible for payment during this period.**

The YMCA Preschool Child Care Program Agrees To:

- **Uphold Massachusetts Department of EEC Regulations.**
- **Uphold all YMCA guidelines.**
- **Provide a nutritious snack each day.**
- **Provide trained, qualified staff.**
- **Provide supervised social, educational, and recreational activities.**
- **Provide advanced notice of fieldtrips and vacation week programs.**
- **Keep all information about children and families in confidential files, to be released only with permission of the parent/guardian.**
- **To provide the parent/guardian with community health and social service information upon request.**

Tuition rates for the 2009 - 2010 school year is as follows:

Before School Breakfast Club (7am-start of preschool)	½ Day Monthly Rates (9am-12pm)	Full Day Monthly Rates (9am-3pm)	Extended Day Monthly Rates (7am-6pm)
5 Days/Week = $162/Month	5 Days/Week = $393/Month	5 Days/Week = $602/Month	5 Days/Week =$926/Month
4 Days/Week = $153/Month	4 Days/Week = $373/Month	4 Days/Week = $585/Month	4 Days/Week =$874/Month
3 Days/Week = $121/Month	3 Days/Week = $300/Month	3 Days/Week = $477/Month	3 Days/Week =$693/Month
2 Days/Week = $90Month	2 Days/Week = $212/Month	2 Days/Week = $344/Month	2 Days/Week =$513/Month

After reading the YMCA Preschool Enrichment Parent Handbook and reviewing the highlighted policies above, I agree to the conditions of this service agreement. I understand that the YMCA reserves the right to amend this agreement upon written notification. I also understand that the YMCA reserves the right to dismiss my child if his/her actions or behavior interferes with the safety and/or enjoyment of planned activities. I agree to familiarize myself as well as my child with the information contained in the handbook as well as the YMCA rules and understand that it constitutes the policies and guidelines of the Preschool Enrichment Program. Upon program completion or withdrawal from the program, if my account is not current I understand that the Merrimack Valley YMCA will turn my account over to a debt collection agency.

_____ _____ _____/_____/_____
Parent/Guardian Signature Date Social Security #

_____ _____ _____/_____/_____
Intake Worker's Signature Date Tax ID #