

## REGISTRATION FEE

A **non-refundable \$50.00 registration fee will be charged per family** at the time of enrollment. If for any reason a child withdraws from the center then returns, the \$50.00 registration fee will be charged at the time of re-enrollment. The registration fee must be paid prior to the child's first day of attendance. Payment may be made in the form of cash, check, Discover, Visa, or Mastercard. Tuition Express, an electronic bank payment, is also available for payment. Please see the Director for additional information. Please make checks payable to: **Warwick Child Care Center.**

## HOURS OF OPERATION

Warwick Child Care Center, Inc. will be open from 6:30 AM to 6:00 PM Monday through Friday. **A late fee of \$1.00 per minute per child past 6:00 PM will be charged.**

## TUITION RATES ( Effective July 1, 2009)

<b>CHILD'S AGE</b>	<b>0 to 12 Hours</b>	<b>12 to 27 Hours</b>	<b>OVER 27 Hours</b>
<b>6 weeks - 12 mos.</b>	\$150.00 per week	\$218.00 per week	\$263.00 per week
<b>12 mos. - 24 mos.</b>	\$126.00 per week	\$189.00 per week	\$241.00 per week
<b>24 mos. - 36 mos.</b>	\$115.00 per week	\$179.00 per week	\$225.00 per week
<b>3 yrs. - 5 yrs.</b>	\$110.00 per week	\$164.00 per week	\$203.00 per week
<b>Pre-K Counts Extended Care:</b>			\$ 50.00 per week

## HOLIDAYS

Warwick Child Care Center will be **closed** on the following holidays:

If the holiday falls on a weekend you will be notified of the date the holiday we will be observed.

**Labor Day**

**Thanksgiving Day**

**Day after Thanksgiving**

**Fall Staff Development Day – November 3, 2009**

**Martin Luther King Day – Staff Development Day – January 18, 2010**

**Christmas Day**

**Christmas Eve**

**New Year's Day**

**Good Friday**

**Memorial Day**

**Independence Day**

The regular tuition is charged for the above holidays for part time and full time children.

## ADMISSION POLICY

Warwick Child Care Center, Inc. admits children of any race, color, religious creed, disability, gender or ethnic origin. Warwick Child Care Center, Inc. does not discriminate on the basis of race, color, religious creed, disability, gender or ethnic origin in policies or center administered programs.

Upon enrollment, parents will receive a brochure, enrollment packets, CHIP (Children's Health Insurance Program) information, CCIS (Childcare Information Services) information, and a child information sheet.

If a child, parent, or pick up person uses offensive language, is abusive or threatening, or poses a direct threat to any child, parent, or employee the child will be immediately expelled.

The confidentiality of all children and parents will be respected.

Warwick Child Care Center, Inc. discourages employees from privately baby-sitting our client's children. If a parent hires an employee for private baby-sitting, both the parent and employee will be required to sign a waiver, releasing Warwick Child Care Center from all liability.

## ARRIVAL AND DISMISSAL

It is the parent's responsibility to assure your child's safe arrival and departure from the building. All parents are required to sign their child in and out daily. For safety reasons, turn your car off while escorting your child to and from the building.

In order to reduce germs and illnesses, children are asked to wash their hands when they enter the classroom each day. Parents are asked to assist their child with this process.

Please notify us with a written note if someone different will be picking up your child. Your child will not be released without notification from you. Identification will be required of any individual other than the parent picking up a child.

**Parents of Kindergarten children:** It is your responsibility to notify us of any changes in the Kindergarten schedule or school closing dates pertaining to your child. Warwick Child Care Center, Inc. will provide transportation to and from Kindergarten only at the regularly scheduled school times.

Please call the child care center in the morning if your child will be absent.