



ST. THERESA CATHOLIC

FAITH • SERVICE • COMMUNITY • EDUCATION

Effective 7/1/2024

St. Theresa Catholic Childcare 2024/2025 Fee Agreement

Hours of Operation: 7:00 A.M. – 5:30 P.M. Monday through Friday (School Year)
7:00A.M. –5:30 P.M. Monday through Friday (Summer Program)
Ages Accepted: Two-year-old through Sixth grade

Fees:

Registration Fee	\$ 100.00 2 and 3 yo/per session (non-refundable) 100.00 Pre-K and up/per SCHOOL session (non-refundable) \$110.00 Summer Registration
Full-time (2's)	\$225.00/week/1 week vacation/school session
Full Time (3 yo)	\$190.00 per week /1 week vacation/school session (July 1-June 30th)
Full Time (Pre-K)	\$167.00 per week/1 week vacation/school session
Pre-K daily rate	\$ 15.00 day (vacation day/conf. days/PD days/holiday break days)
Drop In Rate (3 yrs – 12yo)	\$ 50.00 per day No vacation
Drop In Before/After school	\$ 25.00 per session
Before & After School (FT)	\$ 85.00 per week/1 week vacation during school year
Before OR After School (FT)	\$ 70.00 per week/1 week vacation during school year
School Age Summer Program	\$198.00 per week/1 week vacation during the summer if child was in a regularly
School Age Summer Program	\$165.00 per week/PT program
Drop-In Summer Daily Rate	\$ 55.00/day
Drop-in Summer Weekly Rate	\$ 240.00/week
	(if space available)

- LATE PICK-UP FEE (After 5:30 PM during school session/After 5:30PM during summer session) will be \$10.00 for the first 5 minutes and \$1.00 per minute thereafter.

(Vacation to be deducted one week at a time. Weeks must begin with a Monday and end with Friday. The Director has the right to approve partial weeks at his/her discretion. Vacation will be granted after the THIRD consecutive month of paid service for the school session, per individual request. Full-time and school-age children receive one week of vacation during the school session after the 3rd consecutive month of the start of the school year (or third month from students start date of each school session). Vacation will be deducted one week at a time. In the case of partial weeks, charges will equate to a daily rate for the days attended, and one full week of vacation will be deducted. Unused weeks do not carry forward.)

- Holiday weeks/professional development days are not pro-rated and will be paid at the regular tuition rate as described above unless you request a vacation week to be used.

- All holidays and inclement weather days will be charged at the regular daily rate as well..

- A 5% discount will be given for the second full time student/7.5% for third full-time student in a family. Part-time students/families are not eligible to receive the multi-child discount.

FOUR-WEEK NOTICE MUST BE GIVEN IF TERMINATING SERVICE FOR SCHOOL SESSION EARLY



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Summer enrollment includes the entire session unless prior arrangements made with Director at time of registration. If terminating summer services, an agreement between the Director and family will be made for a termination notice at the discretion of the Director. **A minimum 3-week notice** will be given for any early summer termination and a consideration of any permanent termination will be at the discretion of the Director.

Payment is due for the week's services on Friday if you pay weekly. This payment must be made by the first Friday when paying bi-weekly payments. The forms of payment accepted include personal checks and cashier's checks. The option of automatic withdrawals from a checking account is also available and can be setup with the St. Theresa's Parish accountant and Director of Childcare. Contact the parish accountant at 515-279-4654 for more information or you may see Maria Calhoun, Director for more information and ACH options.

If you fall more than two weeks behind in payment and fail to pay after given notice, your childcare privileges will be suspended until such time that payment can be made in full. If there is a matter of financial need, the parent must write a letter to the Director of Childcare of St. Theresa School explaining their financial situation.

Payments for all services rendered are due on the last business day of the month for that month. A late fee of \$50 will be added after this date if your account is not paid in full. If you pay weekly or bi-weekly and your account is not paid in full by the end of the month, this fee will also apply at the discretion of the Childcare Director. Furthermore, the free week option cannot be granted if an account is not paid in full at the time the request is made.

Any family leaving childcare sessions (school year or summer sessions) with an outstanding balance will have that balance added to their next year's tuition for the following year if a payment in full is not received by the end of that current school year. A balance of zero would be required to return to childcare for the next childcare session.

Parent Signature _____
Date _____

Director Signature _____
Date _____