



# Appleseed Child Care Centre

## PAYMENT POLICY

Appleseed operates on a tuition based fee structure. Payment for child care fees is averaged over the year in order to provide consistency for parents in the monthly child care fees. Payment for childcare fees is due in **advance of service**. The following tuition fees are for a child's place in the program and not the child's attendance. As such, there is no reduction of fees if a child is away due to sickness, vacation, extended summer vacation, statutory holidays, or personal days off. Failure to abide by the Appleseed payment policy may result in withdrawal of care and the loss of a child's spot in the Appleseed program.

<u>Toddler Full Day Care</u>			
<u># of Days per Week</u>	<u>Program</u>	<u>Age</u>	<u>Price Per Month</u>
2 Days per Week	Toddlers – Little Bears	15 to 30 months	\$500.00
3 Days per Week	Toddlers – Little Bears	15 to 30 months	\$700.00
4 Days per Week	Toddlers – Little Bears	15 to 30 months	\$900.00
5 Days per Week	Toddlers – Little Bears	15 to 30 months	\$1,100.00

<u>Preschool Full Day Care</u>			
<u># of Days per Week</u>	<u>Program</u>	<u>Age</u>	<u>Price Per Month</u>
2 Days per Week	Preschool - Chickadees	30 to 58 months	\$470.00
3 Days per Week	Preschool - Chickadees	30 to 58 months	\$660.00
4 Days per Week	Preschool - Chickadees	30 to 58 months	\$850.00
5 Days per Week	Preschool - Chickadees	30 to 58 months	\$1,040.00

<u>School Age Before School MORNING Care</u>			
<u># of Days per Week</u>	<u>Program</u>	<u>Age</u>	<u>Price Per Month</u>
2 Days per Week	BASP AM	JK – Grade 6	\$120.00
3 Days per Week	BASP AM	JK – Grade 6	\$170.00
4 Days per Week	BASP AM	JK – Grade 6	\$210.00
5 Days per Week	BASP AM	JK – Grade 6	\$250.00

<u>School Age After School AFTERNOON Care</u>			
<u># of Days per Week</u>	<u>Program</u>	<u>Age</u>	<u>Price Per Month</u>
2 Days per Week	BASP PM	JK – Grade 6	\$170.00
3 Days per Week	BASP PM	JK – Grade 6	\$240.00
4 Days per Week	BASP PM	JK – Grade 6	\$290.00
5 Days per Week	BASP PM	JK – Grade 6	\$350.00

\*BASP = Before and After School Program

### School Breaks

The price for full day care for school age children on P.A. days, Christmas Break, March Break, and during the summer will be \$43 per day. Registration for these days will need to be done by contacting the Appleseed office by email or phone.

### Accepted Payment Methods

Appleseed accepts payment in the form of e-transfer, cash, or cheque. All payments are due before the 1<sup>st</sup> of the upcoming month in advance of services. Alternately, clients may choose to split their payments into two equal parts and submit payments to Appleseed by the 1<sup>st</sup> and 15<sup>th</sup> of each month in one of the accepted methods. Clients may also choose to set up automatic e-transfers with their banks or deliver post-dated cheques for the month or up to the full year to be kept on file at the office. Those cheques will be applied to the client's account according to the month indicated on each cheque.

### Late Fees

If a client fails to submit payment by the 1<sup>st</sup> of each month (or the 1<sup>st</sup> and 15<sup>th</sup> of each month) a late fee will be applied to the clients account at \$3 per day until the necessary payments have been paid. Failure to regularly pay the required fees according to the established due dates may result in withdrawal of care.

### Additional Days of Care

If clients request additional days of care beyond their scheduled days of care, a \$5.00 fee will be applied to their account. The \$5.00 administrative fee will be charged upon each request per family, not for each day requested. This \$5.00 administrative fee is non-refundable even if the additional care is cancelled. Cancellation of additional days of care requires a full week's notice or the account will still be charged for the additional day of care.

### Permanently Withdrawing from the Program or Cancellation of Additional Days of Care

Appleseed requires a full week's notice for the cancellation of additional days of care or permanently withdrawing a child from the program. Cancellation of registration for full day care for school age children (I.e. March Break care, P.A. Day care, Summer Camp care, etc.) will also require a full week's notice.