

Beulah Land Christian Academy
Contract and Financial Agreement
June 2, 2024-July 31, 2025

The Beulah Land Christian Academy Handbook of Policies and Procedures explains all of the policies in place at the Academy. This Agreement is reviewed annually at which time a new updated Handbook will be given to Parents. If changes are made to the Handbook throughout the year, Parents will be notified in writing a minimum of two weeks in advance.

Contract Effect Date: ____/____/____ Full-Time____ Part-Time____ Family Guidance____

This contract is between _____ (herein called Parent(s)) and Beulah Land Christian Academy-BLCA (herein called Provider).

Child care services will be provided by the Provider for the following children:

Child's Full Legal Name:_____ Birthdate: ____/____/____ M ____ F ____

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Child's Full Legal Name:_____ Birthdate: ____/____/____ M ____ F ____

Contracted Days/Times: Operation Hours: 6:00am-6:00pm

1-3 days is considered part-time, 4-5 days is considered full-time

(circle days needed): **Monday Tuesday Wednesday Thursday Friday**

from _____ am/pm to _____ am/pm beginning on **(Start Date):** ____/____/____

Registration Fee: Parents will pay a Registration Fee of \$100.00 (per child) prior to child's start date, due the day this Agreement is signed. The Registration Fee is non-refundable should Parents decide not to bring their child after this agreement is made. **Curriculum/Book Fee** is non-refundable. You may take the books with you.

Registration Fee Paid: ____/____/____ Amount: \$____.____

FEES (due regardless of attendance): Weekly Child Care Fee: \$130.00(FT) Weekly Child Care Fee: \$110.00(PT/25hrs a week)

Fees To Be Paid: ____Weekly* ____Bi-Weekly ____Monthly**

* **Due the morning of your first contracted day of care each week regardless of attendance or child care closing.**

** **To be paid no later than the 1st or 30th of the month.**

All Monthly Fees must be paid in full by the end of every month

Method of Payment: ____Personal Check ____Debit/Credit Card* ____Money Order

*** Write Child's Name on Merchant Copy and drop in box on wall if you pay with debit/credit card**

ADDITIONAL FEES: Parents are expected to pay any of the following Additional Fees within 24 hours.

Late Payments: Parents will pay \$25 per child per calendar day that payments are received late beginning the following morning after the fee due date.

Returned Checks: Parents will be billed a \$35 penalty fee plus any other fees Provider incurs as a result.

Unauthorized Late Pick-Up: Parents will pay a late fee of \$1 per minute per child in the event of any early late pick-up that is unauthorized outside of the contracted days/times. Late fee payment due at pick-up time...**NO EXCEPTIONS**

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TRIAL PERIOD: There will be a one-week (5 calendar days) Trial Period beginning on the child's first actual day of care. During this time either the Parent or the Provider may terminate this agreement without further obligation. No pre-paid child care fees, including the Registration Fee, will be refunded if this agreement is terminated during the Trial Period.

RESERVATIONS: Upon enrollment, Provider will hold an open child care space for a period of one week without payment. Beginning with week two and for four weeks thereafter, Provider will hold the space for 1/2 of Parent's weekly child care fee. Beginning with week six, full child care fees are required. Child care fees made during this holding period are non-refundable and will not be credited towards care once care begins.

School Closings: Tuition still be owed **(BLCA will be following all Dothan City School's Closing Alerts)**

Paid Holidays: New Year's Break, Memorial Day Break, Juneteenth Day, Independence Day Break, Labor Day, Thanksgiving Break, Christmas Break, Martin Luther King Day, Good Friday, and President's Day, and Staff Development.

Sick Days: Provider will give parents personal days in the case of illness of no payment, **ONLY** if child is admitted into the hospital. Parent must provide proof of hospitalization upon returning.

TERMINATION: Parents and Provider agree to give two-week's written notice of intent to terminate this agreement, commencing on the first Monday after written notice is received. Two-week's child care fees are due in one lump sum immediately upon the written termination notice. If notice is not given, the child is not in attendance, and/or the child care is closed, the final two week's fees are still due with no credit for unpaid closings. If Parents are in compliance with the Handbook of Policies and Procedures, Provider will issue a credit using the paid Registration Fee.

Provider reserves the right to issue an immediate Termination of this contract for any of the following: lack of compliance with Handbook policies, non-payment, late payments, bounced checks, lack of parental cooperation, disrespect, failure to complete and return required forms, physical or verbal abuse of any person or property on the academy premises, serious illness of Provider or Provider's family member, continual disciplinary problems, false information given by parent.

ACKNOWLEDGMENTS:

- ** Parent agrees to provide all supplies requested by Provider.
- ** Provider will not supply diaper wipes, diapers, formula, bottles, sippy-cups, pacifiers, baby food, etc.
- ** Parent agrees to comply with, respect, and take seriously all policies in the Beulah Land Christian Academy Handbook of Policies and Procedures and Financial Contract.
- ** Parent agrees to pay all fees associated with any collection of unpaid debt.
- ** Parent acknowledges that lack of enforcement of a Policy by Provider does not mean that Policy is no longer in effect.
- ** Provider will give Parent a minimum two-week's notice of any fee or policy change(s).
- ** Parent must give Provider a two-week notice upon Withdrawal of Child and fill out Withdrawal Form
- ** Parents will not leave their child at the Academy no more than 10hrs per day(Full-Time) and no longer than 5hrs per day(Part-Time).

This agreement contains the entire understanding between both parties and supersedes any prior understandings and/or written or oral agreements between them. Any agreement hereafter shall not change nor terminate this agreement, unless it is in writing and signed by both parties.

By signing this agreement I agree to comply with all the terms covered in this Contract & Financial Agreement. I understand this is a legally binding contract between all parties signed below.

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Director Signature: _____ Date: _____