



Tuition Policy

- Tuition is due one week in advance on the Friday before or the Monday of the week care is provided. Service charge is applied for all returned checks.
- All meals served to children under CACFP are served at no separate or extra charge, regardless of race, color, national origin, sex, age or disability. There is no discrimination in admission, meal service or the use of our facilities.
- Effective immediately, any client who has not made a full payment on Friday for that service week will not receive care until payment has been made.
- Any client carrying an outstanding balance must include payment on said balance along with the weekly payment.
- Tuition is due whether or not your child is in attendance, regardless of illness, holiday or vacation. There are no credit days. If you choose to withdraw your child, we cannot guarantee a space when you return.
- You must keep to the schedule you have set for your child.
- If you drop off early or pick up late, you must notify the school in advance, preferably in writing. Note the exact time you will drop off or pick up your child. In case of continuous deviation from your schedule, you will be asked to complete a new schedule form, which may result in a tuition change.
- You must notify the school if your child will be absent or late. Please call the school after 6:30 A.M.
- In the event your working hours are permanently or temporarily changed you must complete a schedule change form at the office.
- All parents are reminded to alert the office at least one week in advance and in writing if you are withdrawing your child. Failure to do so will result in continuation of tuition charges until such time as you formally withdraw the child.

I understand and agree to the above responsibilities during the time my child is enrolled at Little People.

Parent Signature _____ Date _____