



## Bright Stars Children's Center LLC Admissions Agreement

This is a agreement between BSC and the parent(s) or guardian(s) for the care of the Child named below:

Child's Name:

Age:

Birth Date:

Guardian's Name (#1)

Guardian's Name (#2)

Name of the person to receive billing and be responsible for payment on account:

Email:

Street Address:

City:

State :

Zip Code:

M      T      W      TH      FRI

I understand that any change to this schedule will be accepted only with a signed, new Admission Agreement and written advanced notice to the Director.

**Tuition Fee:** tuition fees for each child will be paid monthly, care will not be provided until full payment is received.

**Enrollment Fee:** enrollment fee \$120 is due prior to the time of enrollment. This fee is non-refundable.

**Security Deposit:** Upon notification that your child has been accepted to BSC security deposit \$600 is due. This deposit must be be paid two weeks after notification in order to hold the child's spot in our program. If no deposit is submitted within two weeks, the family forfeits enrollment. The deposit is refundable with 30 days writing notice.

**Payment:** payment for contracted time is due, on or before 5th day of each month. There is no credit given for holidays or days absent due to illness, vacation or otherwise. Payments can be made in the form of check or money order unless a patten of returned checks develops. Checks are made payable to Bright Stars Center. Late payment fe is \$20.

**Late Pickups :** It is imperative that all the parents pick-up their children on time . parents are considered late for pick-up 15 minutes after child’s scheduled release time, BSC will assess late pick-up fee if late arrivals become habitual. Parent agree to pay \$1 per minute cash to the BSC teacher.

**Sign in & Out :** All children must be signed in and out daily with a full signature of an authorized adult.

**Sick day Policy :** Fevers are common in young children and are often a signal that something is wrong . If your child has a fever of 101F or higher, please keep him or her home. If your child develops a fever of 101F or higher while t BSC, you will be called to pick-up Him/Her up. If your child fever is less than 101F , you will be notified and you may express your wishes to the staff at that time. Our policy is that your child must remain free of fever for 24 hours before returning to Center. This means that if child is picked up at 3:00pm, but still has a fever at 6:00pm or late , he/she cannot return to the center the next day. The 24 hours begins when your child’s fever has broken and remains in a normal range.

**Behavior Policy :** Our goal is to keep the environment safe for all the children. Children have conflicts and, when they do, we try to redirect their energy in a more positive way. If an unsafe behavior continues , we will schedule parent conferences and may require professionals intervention. We reserve the right at any time to terminate a contract.

**Signing of this agreement :** All parents and guardians maintaining legal custody of or having financial responsibility for above listed child must be sign this agreement. Acceptance of this admission agreement by BSC is signified by execution of this agreement by an authorized representative of BSC for the enrollment of the admitted child.

I have read, understand and agree to abide by all or the above policies and conditions.

Parent/ Guardian

Signature	Date
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Parent/ Guardian

Signature	Date
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BSC Director

Signature	Date
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