

SONLIGHT CHILD DEVELOPMENT CENTER

PROGRAM FEES

Effective 9/3/18

Weekly Child Care Rates

Child care is scheduled year round from 6:30 a.m. to 6:00 p.m., Monday through Friday.
(Preschool fee is included in full and morning half-day child care for children 3-5.)

Number of Full Days (Up to 10 Hours*)	6 weeks – 2 year olds	2 year olds	3 – 9 year olds
2	\$153	\$150	\$135
3	\$204	\$198	\$174
4	\$255	\$245	\$217
5	\$297	\$284	\$252

Number of Half Days (Up to 5 Hours*)	6 weeks – 2 year olds	2 year olds	3 – 9 year olds
2	\$121	\$110	\$98
3	\$161	\$145	\$126
4	\$200	\$174	\$155
5	\$233	\$203	\$180

Hourly Rate (Up to 2 Hours*)	6 weeks – 2 year olds	2 year olds	3 – 9 year olds
	\$10	\$10	\$10

3-5 Year Old Weekly Preschool Rates

Preschool is scheduled year round from 9:00 a.m., Monday through Friday

Days	Cost
2	\$58
3	\$81
4	\$104
5	\$126

*For Full or Half Day Rate, an additional hour = \$10.

*For Half Day Rate, over 2 additional hours will be charged the Full Day Rate.

*For Hourly Rate, over 2 hours will be charged the Half Day Rate.

(Please see other side for more information)

PROGRAM FEES, cont.

The following information is taken from our current Program Policies and Procedures:

Parents are responsible for submitting program fees, which are due each week on the morning of your child's first day of attendance for that week. There is a \$5.00 late fee for each day the payment is late. Also, there is a \$25.00 NSF charge for any returned checks. A late pick-up fee of \$10.00 will be charged every 10 minutes (or part thereof) for pick-up after 6:00 PM. If the Center is asked to care for a child for more than 10 hours per day, there will be an additional charge per hour, as well as the parent providing an additional meal. If you have two or more children enrolled a comparable amount of time at our Center, you pay full tuition for the youngest child and receive a 10% discount for any other child(ren).

Please understand that your weekly program fee is a flat rate for your child care needs – it does not change unless you are turning in a vacation voucher for credit, on weeks when there is a Holiday, or the level of service changes. (Please refer to Holidays/Vacation/Sick Days.) If you need to make a change in your child's permanent schedule, this must be turned in at least 2 weeks in advance of that change. (Refer to Schedule Changes.) We do not bill weekly. Monthly and yearly statements will be issued upon request for tax purposes.

Holidays/Vacation/Sick Days

We will be closed during the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve, and Christmas Day. Families will receive a credit for the holiday that we are closed only if it is a day on which your child is scheduled to attend the Center. For days surrounding a holiday, a sign-up sheet may be available for parents to indicate whether your child will be attending. We reserve the right to have additional closed days due to low enrollment.

Each child in the child care program will be allotted vacation vouchers to be used for vacations. If your child is enrolled five days per week, you will receive 5 vacation vouchers per year, if your child is enrolled 4 days per week, you will receive 4 vouchers, etc. For children who enroll after April 1, we will pro-rate your vacation vouchers accordingly. (There are no vacation vouchers for children in the Preschool or "Before/After School" programs.) Vacation vouchers must be used during the fiscal year, which runs from September 1 through August 31. Vouchers cannot be carried over. Please submit a Vacation Request Form for approval at least two weeks prior to being gone. The credit you will receive for a holiday or vacation day will be based on your calculated 1-day rate. (For example: if you pay \$200/week for a 4-day week, your 1-day rate is \$50.)

Schedule Changes

Sonlight's children have a regularly set schedule when they begin at the Center. If there are schedule changes, we ask that parents contact the Director to fill out a Schedule Change form. This must be done at least two weeks prior to the proposed schedule change. ***You will not receive credit for sick or missed days. You may not switch scheduled days to accommodate sick or missed days, but you may add a temporary additional day.*** To add a temporary additional day, parents need to fill out an Additional Day Request Form for approval as soon as possible. The cost of an additional day will be calculated based on your calculated 1-day rate. (For example: if you pay \$200/week for a 4-day week, your 1-day rate is \$50.)

Revised 8/16/2018