



Tuition Agreement

This Tuition Agreement is made between the Parent/Guardian and Little Forest School for the care and education of the child(ren) listed below.

Child(ren)'s Name(s): _____

Start Date: _____

Parent/Guardian Name: _____

Phone Number: _____

Email: _____

Tuition Rates

Tuition fees are based on the child's age group and the selected care schedule. All weekly and daily rates reflect a 3% increase, rounded up to the nearest whole dollar, effective February 1st, 2026. Rates are as follows:

<u>Age Group</u>	<u>Daily Rate</u>	<u>Weekly Rate</u>
Infant (12 weeks to 18 months)	\$88.00	\$279.00
Toddler (18 months to 36 months)	\$75.00	\$258.00
Preschool (3 years to 5 years)	\$68.00	\$227.00
School-Age (Kindergarten – 12 years)	\$44.00	\$206.00

School-Age Rate Details:

- Before School Care: \$11.00/day
- After School Care: \$19.00/day
 - Combine before/after school rate: \$30.00 daily
- Full-Day (e.g., school holidays): \$44.00/day
- Full Week Rate (School Year: Spring break/Thanksgiving break e.g.): \$124.00/week

Payment Terms

Tuition is due weekly in advance on the Friday before the new week.

Payments not received by end of business day Monday will incur a late fee of \$45.00.

Accepted forms of payment: Online payment system through Brightwheel. (Cash, check & credit/debit card payment options possible with approval from the center Director.)

Attendance & Billing Policies

- Tuition is based on enrollment, not attendance. Full tuition is due regardless of absences (illness, holidays (except Fleazaar), vacation, etc.).
- To change enrollment status or schedule, two weeks' notice must be provided in writing.

Termination of Agreement

This agreement may be terminated by either party with two weeks' written notice. Any prepaid tuition will be refunded on a prorated basis if applicable.

Parent/Guardian Acknowledgment

By signing below, I acknowledge that I have read, understood, and agree to the terms outlined in this Tuition Agreement. I understand that tuition is subject to change with proper notice from the childcare center.

Parent/Guardian Signature: _____

Date: _____

Director Signature: _____

Date: _____

Hours of Operation

Little Forest School is open Monday through Friday, from 6:30 AM to 5:30 PM. Children must be picked up no later than 5:30 PM. Late pickups will result in additional fees (\$5.00 per minute past 5:30pm).

Policies

- All children must have up-to-date immunization records on file before attending.
- Parents/guardians must sign their child in and out each day using the Brightwheel QR code in their child's classroom.
- Sick children must be kept home. Children must be fever-free and symptom-free for at least 24 hours without medication before returning.
- In case of emergency or illness during care, the center will contact the parent/guardian or authorized emergency contact immediately.
- Vacation or planned absences must be communicated in advance. Tuition is still due during absences.
- Little Forest School observes the following holidays and will be closed: New Year's Day, Easter Monday, Memorial Day, July 4th, Fleazaar (week of and Thursday/Friday prior),

Labor Day, Thanksgiving, Friday after Thanksgiving, Christmas Eve, Christmas day & New Year's Eve.

- A change of clothing must be provided for all children. Infants and toddlers require multiple changes.
- Behavioral issues will be addressed in collaboration with parents/guardians. Continued concerns may result in a reassessment of enrollment.
- Tuition and fee changes will be communicated with at least 30 days' notice.
- A fee of \$5.00 per minute will be charged for pickups occurring after 5:30 PM.
- A \$25.00 fee will be charged for all returned (NSF) checks.
- There are no annual or registration fees required for enrollment.