

Parent Contract

(Developed 6/01, Revised 6/02, Reviewed 3/03, Revised 4/06)

In the consideration of my child's participation in any programs provided by the Liberty Center, Inc. (Liberty Center), I agree to the following:

1. To pay a nonrefundable registration fee of \$30.00 immediately;
2. To pay my child's share of the cost of the School-year and/or Summer Program, which shall be determined by the number of days for which my child is scheduled;
3. To complete and turn in the monthly schedule form provided by Liberty Center during the month prior to each month of my child's attendance;
4. To pay for all scheduled days of attendance of my child, regardless of whether my child actually attends all scheduled days. I further agree to pay for any additional unscheduled days that my child attends;
5. To pay \$_____ per day for the school days my child is scheduled in the School-year Program, as well as for any extra school days my child may attend; (this includes students attending full-time school during the summer – 5.5 student contact hours or more per day).
6. To pay \$_____ per day for the days my child is scheduled in the Summer Program and/or for non-school days that occur during the school year, as well as for any extra days my child may attend during those time periods;
7. To pay my bill in a timely manner. I understand that billing will occur weekly. I understand that I must pay for Liberty Center's services in advance, based on the attendance schedule I have provided. I understand that payment for the following week must be received no later than the prior Friday, and that my child will not be allowed to attend Liberty Center for a given week until service fees are paid;
8. To be primarily responsible for all payments due to the Liberty Center, regardless of other intended sources of funding. In the event I have another source of funding to assist in the payment of any portion of my bill, I will bring a signed document of payment prior to the first scheduled day of my child's attendance (or as soon as such outside assistance is secured). I understand I will be responsible for the portion of the bill not paid by outside sources, and that if an outside source fails to pay its portion of my bill, I will also be responsible for the outside agency's portion of the bill;
9. To pick up my child from the Liberty Center School-year or Summer Programs by 6:00 p.m. or earlier. In the event that I (or someone on my approved list) cannot pick up my child, I will provide alternate arrangements for picking up my child and will notify Liberty Center staff in writing to tell them who will pick up my child. I understand that my child will not be allowed to leave with an unapproved person until Liberty Center staff have been properly notified. I understand that if my child is not picked up by 6:00 p.m., a fee of \$10.00 for the first 15 minutes and \$15.00 for each additional 15 minutes will be charged to me;
10. I understand that in the event of habitual late payment of tuition, late pick-up of my child, or for other reasons set forth in the Parent Handbook, the Liberty Center reserves the right to remove my child from its program;

11. I understand that if my child is removed from the Liberty Center programs, I remain obligated to pay all outstanding tuition and costs charged to my child through the date of removal. I understand Liberty Center reserves the right to take any necessary action required to collect unpaid bills;
12. I understand that my child may not enter the Summer Program if money is owed from the School-year Program (or from the previous Summer Program if my child does not attend the School-year Program). I also understand that my child may not enter the School-year Program if money is owed from the Summer Program (or from the previous School-year Program if my child does not attend the Summer Program);
13. I understand that Liberty Center may be closed because of weather, staff sickness, other health or safety concerns, or an Act of God that prevents provision of services and agree to hold Liberty Center harmless from the provision of services if such circumstances occur;
14. I have read and understand the contents of the Parent Handbook. If there is a dispute between the language of this Parent Contract and the contents of the current Parent Handbook, the language of the most recent Parent Handbook will control.

Parent/Guardian Signature

Date

Director's Signature

Date