



Admissions Agreement 2024/25 School Year Infant Care

Child's Name: _____
Last First

Student Registration Fee: \$150.00

A non-refundable registration fee is payable per child each school year (August - the end of May) regardless of the child's start date or attendance dates. Registration is complete upon payment of the fee. Any change in the Fee Schedule will be publicized with a minimum of 30 days notification.

Fees

Fees may be paid in person or through the Brightwheel app to Little Learner's Exploration Academy (LLEA). The first month's tuition is due prior to the first day of attendance. Thereafter, payments must be made by the first business day of each month. No credit is issued for school calendar holidays and school closures. Any account, which becomes fourteen days (14) delinquent from the first business day of each month, will result in the suspension of services until the account is paid. A five (5) business day grace period is given, after which a \$35.00 Late Fee will be charged. Enrollments beginning after the first of the month will have fees prorated by LLEA. A \$50.00 fee will be charged for all returned checks. This fee is subject to change based on the current financial institution's fees.

Monthly Tuition

5 Full Days: \$1600 (6:30am – 6:00pm)
3 Full Days: \$1350 (6:30am – 6:00pm)
2 Full Days: \$1020 (6:30am – 6:00pm)

Multiple Child Discount

A discount will be applied to a 5 Full Day per week preschool child's tuition rate when there is another 5 Full Day per week child from the same family enrolled in Little Learner's Exploration Academy. The second child's tuition will receive a \$60 per month discount.

Hours of Operation

LLEA's hours of operation are from 6:30 AM to 6:00 PM, Monday through Friday. _____ Initials

School Closures

Holidays and Teacher In-Service days (per school calendar) are calculated into the monthly fees. No tuition credit is given for school closures. _____ Initials

Emergency Drop-off

In the event that emergency childcare is needed on a school day other than one the student is currently registered for, parents may enroll their child at a \$100 daily rate, subject to availability. Approval must be obtained in advance of drop-off by calling LLEA to determine that availability exists and to receive authorization. _____ Initials

Late Pick-Up Fees

A fee of \$1 per minute after 6:00 PM for the first 10 minutes and then \$3 per min after will be added to your bill. _____ Initials

Daily Register Compliance

Licensing requires the person dropping off and/or picking up a child from school to sign the child in and/or out and document the time accurately. A complete signature is required for compliance; initials are not adequate. Failure to comply with the requirement will result in a \$5 fee per incident. Chronic non-compliance may result in termination of services. _____ Initials

Schedule Changes

Schedule changes must be in writing and submitted a minimum of two weeks in advance of the requested change. If desired by the family, LLEA will make every effort to implement the requested change more timely, subject to classroom and teacher availability. LLEA will pro-rate fees relating to schedule changes. _____ Initials

Withdrawals / Refunds

In the event that a family would like to withdraw from LLEA, a minimum of one months' notice must be given in writing to the administration. Any refunds will be prorated to the date on the withdrawal paper on the withdrawal paper submission. _____ Initials

Please note; if you withdraw and desire to return at a later time, you will be subject to a new registration fee. _____ Initials

Termination of Services

- Delinquent accounts
- Violation of written policies including the Parent Handbook
- Late arrival/pick-up
- Providing false information on written documents
- Failure to sign in or out
- Rude behavior toward staff on the part of parent or child
- Chronic or extreme behavior including, but not limited to, biting, hitting, kicking or throwing of objects

_____ Initials

Discipline

As a parent/guardian, I promise to encourage obedience to the rules of the school and foster an attitude of respect for the Christian culture and life which are maintained at this school. I have read and understood the discipline procedures as outlined in the LLEA Handbook. _____ Initials

Licensing Rights

Little Learner's Exploration Academy is licensed by the California Department of Social Services, Community Care Licensing. Any authorized agent of Community Care Licensing may, upon presentation of proper identification, enter and inspect the premises, interview children or staff, and examine and audit child and center records without prior notice to ensure compliance. _____ Initials

Authorizations

I give permission for my child to take part in LLEA activities. I absolve the school from liability to me or my child because of injury to me or my child at LLEA or during any LLEA activity.

I hereby authorize staff and/or agents of Little Learner's Exploration Academy, if I am not immediately available, to call an emergency ambulance and to arrange for necessary medical care in cases of accident or acute illness. I furthermore authorize any qualified physician, called by staff and/or agents of Little Learner's Exploration Academy, to treat and do whatever is necessary for the health and well-being of my child. It is understood that a conscientious effort must be made to notify me (parent/guardian) before such action would be taken. _____ Initials

Food

As a parent/guardian, I promise to supply all bottles, formula/milk, diapers, wipes, eating utensils, snacks and lunch for my child _____ Initials

I have read and understand the Student Handbook _____ Initials

Parent/Guardian Signature _____

Date _____

LLEA Administrator Signature _____

Date _____

