



**HDMS ENRICHMENT PROGRAM  
BEFORE AND AFTER CARE CONTRACT  
(1st grade - 8th grade)  
FOR 2018-2019 SCHOOL YEAR**

Our goal is to offer excellent childcare options for our families within the policies of HDMS and the regulations that we follow. Please complete the following contract if you will need childcare during the school year at HDMS.

**Legal Name of Child:** \_\_\_\_\_ **DOB:** \_\_\_\_\_

Please initial the Procedures and Policies for the Before and After Care Programs.

**1. \_\_\_\_\_ Prepayment is required..** What you sign up for on these forms will be what we use to prepare for that month of the program; i.e. staffing and projects for students, etc. **There will be no credits or refunds granted if child is absent.**

**2. \_\_\_\_\_ Turn in this contract and Prepayment to HDMS Staff or Business Office.**

**3. \_\_\_\_\_ Drop in Childcare:** Your child is considered a Drop In to our childcare programs if a pre-payment has not been made. Your payment for Drop In childcare will be due at the date of service. For emergency circumstances, payment can be delivered the following morning.

**4. \_\_\_\_\_ Late Pick-up Fee:** There will be a **late pick up fee of \$1.00 per minute** per child if they are not picked up by 5:30 PM. The late pick up form will be filled out by the caregiver, you will sign it and receive a copy prior to leaving the premises. You will be billed for \$1.00 per minute. **We are required by law to call Social Services at 6:00pm if we have not heard from you.**

**5. \_\_\_\_\_ Past Dues:** Should there be any thirty day (30 days) past due childcare fees on the account, your child will not be able to be admitted into our before or after care program. Your child will be sent to the office and you will be contacted for immediate pick up.

**High Desert Montessori School reserves the right to use a collection agency to collect any unpaid tuition or childcare fees. Should you feel there is a discrepancy, please contact Sherrie Jordan in the Business Office at 624-2800 ex 1110 or sherrie@hdmsreno.com. Do not discuss your childcare account matters with the childcare personnel as they will not have your information.**

**\*Please sign reverse.**

**PLEASE CHOOSE ONE OF THE FOLLOWING OPTIONS:**

|                              |   |
|------------------------------|---|
| <b>Before Care</b>           | <input type="checkbox"/> <b>\$100 per month</b> |
| <b>After Care</b>            | <input type="checkbox"/> <b>\$120 per month</b> |
| <b>Before and After Care</b> | <input type="checkbox"/> <b>\$220 per month</b> |

|                                 |                     |
|---------------------------------|---------------------|
| <b>Before Care Drop in Rate</b> | <b>\$10 per day</b> |
| <b>After Care Drop in Rate</b>  | <b>\$15 per day</b> |

By signing below, I acknowledge that I have read and understand the procedures and policies and agree to the terms stated therein. I also acknowledge that I will follow all rules and policies of the Parent/ Student handbook which can be located at [hdmsreno.com](http://hdmsreno.com).

\_\_\_\_\_

Date

\_\_\_\_\_

Parent/Guardian Signature