

Welcome to Kids Center

Thank you for registering with Kids Center!

Please carefully read the following information. I know it is a lot, but it is all very relevant. I have also provided a copy of the Parent Handbook. All contain very important information.

Below was sent out to our parents earlier this week:

****Important**** Programs are as follows:

6:30am-8:25am - Before School

6:30am-6:15pm - Full Day

3:30pm-6:15pm - After School

Before school and Full Day and Pick Up: You will bring your child to and pick your child up at the Kids Center mobile located on the West side of the school.

After School: Children will meet staff in the school cafeteria (unless otherwise instructed).

Explanation of BASE Fees and Processes

Our mission is to promote the safety, well-being, and development of every child while partnering with schools and communities to be the best choice for families. We also commit to remaining affordable for parents while ensuring we have a financially sustainable program for years to come. Thank you for choosing us and we appreciate your support.

Rationale:

- All BASE programs are self-funded, and the only source of revenues we receive is generated from tuition.
- Evaluating and refining our practices ensures we are integrating our resources toward what is best for children.
- Rationale of fees should be easily communicated and justified to the community in a transparent, consistent manner.
- Market rates and actual costs are major factors in our process to set rates and fees.
- Aligned fees and practices creates better efficiency, fairness, and consistency for families.
- Aligned fees and processes are easier to understand and simpler for parents who are searching for the best choice for their child, as well as parents who are enrolled in BASE programs at more than one school (ex: A family open enrolls at School A and accesses the before and after school program then chooses to utilize School B for school break programs).

Explanation of Rates and Processes:

1. **Daily tuition rates:** Daily tuition rates for our programs will continue to be established at each site, based on the actual cost per child calculation which we assess on an annual basis when we develop our budgets in the spring for the following year. Due to different school starting times, we are continuing to set tuition rates at each site.

Activity/field trip fees will also continue to be site based, justified by actual cost of the activity/entrance fee, however for the 20-21 school year, there will be a \$5 transportation fee charged to each child, any time a bus is used for an offsite excursion. This \$5 fee will be in addition to the activity/field trip fee that is charged.

2. **Annual registration fees:** Based on projected costs of the parent portal, credit card transaction fees, monthly maintenance of system, hardware purchases, and updates and operating costs, the cost will continue to remain \$75.00 per account (per child), and \$100.00 per family of 2 or more children.

3. **Schedule cut off:** Parents shall submit schedules and payment for child care by midnight on the Wednesday prior to the week (or weeks, as some sites have monthly registration, due to size and programming needs) of care needed in order to receive the base (regular) tuition rate. This provides staff with two (2) business days to plan for staffing and programming for the following week(s).

4. **Late schedule fees:** Parents who submit schedules after midnight on Wednesday, and before the first scheduled day of care, will pay an additional \$2.00 per session scheduled, per child, for before school, after school sessions. This is to ensure we meet the minimum 1:12 accreditation staff to student ratio as well as remain within the established capacity of the rooms we utilize. For school break days, the late schedule fee is \$3.00 per day.

5. **Unscheduled fees:** Parents who do not submit schedules and payment before the first scheduled day of care (child attends the program with no schedule, no payment) will pay an additional \$4.00 per session scheduled, per child, for before and after school sessions. **Please note, you will have to get prior permission from Denise or Heather for unscheduled childcare. Please email Heather at: hmallison@dcsdk12.org.** For school break days, unscheduled child care is \$5.00 per day. This can present a safety issue as there is no record in the system that the child is expected to attend the program. Staff will not be in a position to account for the child should he/she accidentally go home on the bus or walk home instead of going to after school. For this reason, parents must call and confirm with the program staff that space is available.

6. **Sibling discount:** Additional siblings will receive a 10% discount off of total tuition on school break days. The 10% is calculated off of the daily base rate, and this does not include activity fees and unscheduled child care fees. The 10% is calculated off of the regular daily tuition rate for on-time scheduling and late registration (schedules submitted after the cutoff, but before the child attends the first session).

7. **Late pick up fees:** \$1.00 per child, per minute after program closing time. This is a standard rate across our BASE programs. This fee covers the cost of staff working beyond the programs operating hours.