

Play-ology Admission Agreement



I, _____ (authorized parent or legal guardian) of _____ understand that I am entering an Agreement for Admission to Play-ology Preschool & Playschool for childcare services for the above child starting _____ and have received and read the Play-ology Registration Packet, including **Our Policies**.
(start date)

Description of Care Services:

Play-ology provides childcare services to children 6 weeks to 6 years old, which includes Infant, Junior Preschool, Preschool, and KinderPrep/Kindergarten programs. This care is offered Monday – Friday, during your assigned care schedule. Our operating hours are **7:00 am to 5:30 pm**.

I understand that I am registering my child for:

Programs:

Infant Program Junior Preschool Program Preschool Program KinderPrep/Kinder Program

Days:

M _____ T _____ W _____ TH _____ F _____

I agree to and will comply with the conditions set forth below:

The contracted weekly tuition rate for _____ program is \$ _____ Initial

- ✓ Childcare services operate under very specific guidelines set by Community Care Licensing Department (CCLD), Center for Disease Control and Prevention (CDC) and Sacramento County's Public Health Department. These guidelines may force changes to our business model at any time. If CCLD, CDC or local/state guidelines are altered or updated, the conditions below may be modified without prior notification and this Agreement will remain in effect until such time as either party elects to terminate this Agreement. Initial
- ✓ A **non-refundable** registration and material fee of **\$100.00 per child** is due at the time of enrollment. A yearly material fee of **\$50 per child**, will be assessed and due the first week in August of each continuing year of enrollment. If an Admission Agreement is terminated, the \$100 per child Registration Fee will be assessed each time a child is re-registered. Initial
- ✓ A **non-refundable** deposit equal to two weeks of tuition is due to reserve/hold a "space" in the program. The deposit will be applied to the first two weeks of contracted care. Tuition rates are subject to change. Initial
- ✓ Weekly Tuition payments for each child are **due weekly by 5:30 p.m. on Friday** prior to the week of services. A \$25.00 late payment fee will be posted to the account if payment is made after this time, regardless of the reason for non-payment. Initial
- ✓ I understand that **care may be refused** until the full tuition payment is received. Initial
- ✓ **Payment is due in full** regardless of the child's attendance for sick days, vacations, holidays, quarantine, or planned/unplanned center closure. Initial
- ✓ **If you qualify for a childcare subsidy please check here** Any unpaid balances and fees not covered by the subsidy are your responsibility. Initial
- ✓ A **\$25.00 late fee** will be assessed **weekly** for any unpaid balance. If we are unable to render payment, any unpaid balance will be sent to a Collection Agency. I acknowledge that more than 3 late payments in a 6 month period may result in termination of care. Initial
- ✓ The fees and terms of this Agreement will remain in effect until such time as either party elects to terminate this Agreement as outlined. Parents will receive a 30 day notice of any adjustments to Play-ology rates. Changes to the above schedule will be accepted only with a new signed Admission Agreement, and full four week (Monday –Friday) written advanced notice and approval of the Director. Initial
- ✓ **Pre-Registration:** Is offered once annually for upcoming Summer/Fall openings. Pre-Registration requires a non-refundable deposit outlined above and a completed Registration packet. Pre-Registration requires a PREFERRED start date or ASAP indication. This date is not a guaranty but works as a guide to accommodate a specific time frame. Your assigned date may be before or after your PREFERRED date. If you choose not to begin your child care contract on the date that is provided/assigned to you, your deposit and placement may be forfeited. Initial

Tuition Payment Options:

There are a number of ways to pay your tuition...

1. **Cash or Check:** Only checks or cash (in sealed envelope with your child's name) will be accepted on-site in Tuition Payment box.
2. **Online Parent Portal: One-Time or Recurring Payment Options:** ACH payments may be made through our Parent Portal. You may choose a single payment or set up recurring payments. There is no additional fee for ACH payments. Credit card information can also be saved for a one-time or recurring payment option. There is a 4% convenience fee that is charged each time a credit/debit card transaction is processed. This fee offsets the credit card fees charged to Play-ology. If, at any time, there is a technical issue with credit card processing, it is your responsibility to choose an alternate payment option.
3. **ACH or Automatic Payments:** You may set up automatic bill pay with your financial institution. Please ensure that payments would be **received** by the due date. Initial

Conditions for Basic Services:

I agree to and will comply with the conditions set forth below:

On behalf of myself, my spouse, the authorized parent(s) and/or guardian(s) of the above child, I enter into this Admission Agreement ("Agreement") with Dunn Right Incorporated, a California Corporation, doing business as Play-ology. I hereby consent to the participation by the designated child in all program (service) activities conducted by Play-ology and to the participation of the child in all events related to said activities. Dunn Right Incorporated may sell, assign or otherwise

transfer, voluntarily or by operation of law, all or any part of its rights under this Agreement to another owner/company/entity to perform the obligations set forth herein.

Discounts: If more than one child per family is registered for care, a multiple child discount for one child of 10% off lowest tuition will be credited to the account. Discount is not valid if both siblings are in our Infant program. This cannot be combined with any other discounts or coupons.

Rate Increases: A written 30 day notice of increase will be given to every parent enrolled in the program. If this occurs prior to your start date, the new rate will take effect the third week of care, after your two week deposit period.

Sick/ Vacation Policy: It is your responsibility, as the parent, to notify the center if your child is not going to be in attendance on a contracted day due to illness or vacation. Refunds will not be given for individual days that children are not present or for holidays. _____ Initial

Health/Illness: My child is in excellent health and has no medical, physical, or mental condition ("condition") that would prevent them from participating in individual activities, group activities or following safety procedures in the event of an emergency. All known conditions have been disclosed on the Play-ology Registration Form and the severity discussed with the Director. The center should be notified if your child becomes infected with a contagious disease after being at Play-ology. It is required by law to post an exposure to illness form for the other children in the center. If you or your child are exhibiting any signs of illness you must remain home for a minimum of 24 hours after symptom resolution for fevers, vomiting and diarrhea. For most other symptoms, children must remain home until they have had 24 hours of significantly improved symptoms. Your child also **MUST NOT** have been given a fever reducer to reduce their fever prior to bringing them to care. If a child presents any signs of illness at Play-ology, they will be isolated and need to be picked up within 30 minutes of the parent being notified. We will notify the other parent/guardian or call down the authorized pick-up list if a parent does not answer or respond to our call within 5 minutes. _____ Initial

Refunds: Refunds on tuition paid in excess, with the exception of any four week notice requirement, will be paid in full upon written request to the Director.

Returned Payments: A charge of \$25.00 will be made for any EFT/ACH withdraw that is not successful and returned by the bank. After 2 returned withdraws on the same account, a CASH or recurring Credit Card payment policy will be implemented on that account. The nearest ATM is inside the Mobile gas station on Sunrise Blvd & White Rock.

Late Pick-up: Play-ology care hours are **Monday - Friday 7:00 a.m. to 5:30 p.m.** In the event that my child is picked up after my designated care hours a \$3.00 per minute, per child late fee will be added for pick-up after my contracted care hours. I acknowledge the right of the center to contact the appropriate government agency if my child remains at the center 30 minutes or more past the close of business if the parent has made no contact with the center. I also acknowledge that all attempts will be made to reach any emergency contact listed on my child's emergency card prior to any agency being contacted. I acknowledge that more than 3 late pickups in a 6 month period may result in termination of care.

Termination: To terminate this Agreement, the parent or guardian must submit a written notice to the Director **FOUR FULL** calendar weeks (Monday – Friday) prior to the effective termination date. Tuition will be required through the termination date regardless of attendance and will not be pro-rated if notice is given mid-week. _____ Initial

Dismissal: The center reserves the right to suspend or dismiss a child from the program for any reason including but not limited to:

- Unsatisfactory conduct or behavior of a child or parent
- Excessive late pick-ups
- Educational, developmental or medical concerns, which are beyond the expertise of the childcare center
- If a child is not able to successfully participate in a group care setting by posing a direct threat to the health/safety of themselves or others and/or requires continual one-on-one care/assistance by a teacher/team member which creates a fundamental alteration to our program
- Failure to meet payment Agreement

Facility/Class Closure: If for any reason, including but not limited to fire, unforeseen accident, natural disaster, weather conditions, health order, pandemic, quarantine/isolation or other reason deemed "unsafe to operate and/or provide care" by Dunn Right Incorporated owners independently or in conjunction with local, state or federal authorities, the fees and terms of this Agreement will remain in effect until such time as either party elects to terminate this Agreement as outlined. _____ Initial

State of California Licensing Requirements: The Department of Social Services, as the licensing agency, is able to perform the duties as authorized in licensing regulation 101200, "The department has the authority to interview children or staff and to inspect and audit child or child care center records, without prior consent. The school shall make provisions for private interviews with any child(ren) or staff member, and for the examination of all records to the operation of the child care center. The department has the authority to observe the physical condition of the child(ren), including conditions that could indicate abuse, neglect, or inappropriate placement".

Changes to Policies: Changes to these or other policies may occur to comply with local/state guidelines or operating procedures. _____ Initial

Medical Release: I authorize any of the staff, employees, owners, agents and representatives of Play-ology to provide appropriate first aid, if needed or provide for, approve and authorize any health care at any hospital, emergency room, doctor's office or other institution, employ any physicians, dentists, nurses or other person whose services may be needed for such health care, review and if necessary disclose the contents of any medical records, execute any consent form required by medical, dental or other health authorities incident to the provision of medical, surgical, or dental care to the child. Health care shall include, but not be limited to the administration of anesthesia, x-ray, examination, performance of operations, diagnostic and other procedures. I further authorize emergency transportation by ambulance or other emergency vehicle. If there is no medical emergency, Play-ology staff will first use reasonable efforts to contact the parent(s), guardian(s) or listed emergency contacts before administering or authorizing any treatment. Notwithstanding other provisions in this Agreement, Play-ology shall not have the authority to withhold or withdraw life-sustaining procedures for the child.

Release: Although Play-ology provides an environment where the children are well supervised, accidents do occur and it is possible my child could be injured or contract illnesses from our group care setting. I assume all risk of injury, illness or harm to the child associated with participation in the child care center or transportation to and from the center and agree to release, waive, indemnify, defend and forever discharge Play-ology and it's staff, employees, owners, officers and agents of and from all liability, claims, demands, damages, costs, expenses, actions and causes of action in respect of death, injury, loss or damage to the child, or by the child, howsoever caused, arising or to arise by reason of or during the child's participation at Play-ology. I understand and assume the possible risk of exposure to the virus that causes COVID-19 and to all other unforeseen potential harmful illnesses, viruses, bacteria, fungus, or chemicals that could present themselves. I understand that this Release and all Registration documents will be kept on file at Play-ology and will continue in affect for this contracted care period in conjunction with or provided after this contract has been terminated.

Photo Release: I hereby authorize Play-ology (Dunn Right Incorporated) to take and use without limitation as to time, method or reproduction, photographs or video of my child(ren), child(ren)'s work, myself or any of my child's authorized representatives in participation of daily activities, video monitoring and/or events at Play-ology, for publications, exhibits, promotions, web pages and other family marketing media.

I have read the above Agreement and fully understood its contents and consequences before signing.

Play-ology Team Member

Date

Parent/ Guardian

Date

By signing below, I acknowledge that I have received and read the Play-ology Policies and fully understood its contents and consequences.

Parent/ Guardian

Date