

PEPPERMINT JUNCTION ADMISSIONS AGREEMENT

IN APPLYING FOR ADMISSION OF MY CHILDREN TO PEPPERMINT JUNCTION, I ATTEST THAT MY CHILD HAS REACHED THE AGE OF 2.0 YEARS FOR THE PRESCHOOL PROGRAM.

CHILDREN WILL BE ADMITTED REGARDLESS OF RACE, COLOR, ETHNIC OR NATIONAL ORIGIN AFTER AN INTERVIEW WITH THE PARENT AND CHILD, AND IT IS AGREED THAT THE CHILD WILL BENEFIT FROM THE PROGRAM OFFERED BY PEPPERMINT JUNCTION. A NON-REFUNDABLE REGISTRATION FEE OF \$150.00 IS PAYABLE AT THE TIME OF THE CHILD'S ACCEPTANCE. THIS IS A YEARLY REGISTRATION FEE, THEREAFTER DUE AT TIME OF REGISTRATION FOR THE NEXT SCHOOL YEAR.

PEPPERMINT JUNCTION IS OPEN MONDAY THROUGH FRIDAY, 52 WEEKS A YEAR FROM 7:00 A.M. TO 6:00 P.M. WE WILL CLOSE LABOR DAY, THANKSGIVING DAY, DAY AFTER THANKSGIVING, CHRISTMAS EVE, CHRISTMAS DAY, NEWS YEARS EVE, NEW YEARS DAY, MARTIN LUTHER KING DAY, PRESIDENT'S DAY, MEMORIAL DAY, AND FOURTH OF JULY. WE WILL ALSO CLOSE AT 12:30 PM THE 2ND MONDAY IN AUGUST FOR A TEACHER'S WORK DAY.

I, THE PARENT, AGREE TO THE FOLLOWING CONDITIONS OF ADMISSION AND ENROLLMENT:

1) ALL FORMS (I.D AND EMERGENCY INFORMATION, PHYSICIAN'S REPORT, HEALTH HISTORY, MEDICAL RELEASE, S, STATEMENTS OF PARENT AND PERSONAL RIGHTS, AND ADMISSIONS AGREEMENT) MUST BE COMPLETED AND RETURNED BEFORE A CHILD CAN ATTEND PEPPERMINT JUNCTION. THE PHYSICIAN'S REPORT MUST INCLUDE DATES OF IMMUNIZATIONS AND T.B. TEST RESULTS. IMMUNIZATIONS RECEIVED MUST MEET MINIMUM STATE HEALTH DEPARTMENT REQUIREMENTS. ANY ADDITIONAL IMMUNIZATIONS REQUIRED AT A LATER DATE ARE THE RESPONSIBILITY OF THE PARENTS, WHO MUST PROVIDE PROOF TO PEPPERMINT JUNCTION.

2) TUITION IS DUE IN ADVANCE EACH WEEK ACCORDING TO THE FEE SCHEDULE ON THE REGISTRATION FORM AND THE PAYMENT OPTION YOU CHOOSE (SEE PAYMENT OPTION FORM ATTACHED). THE SCHEDULE THAT A CHILD'S ADMITTANCE IS BASED UPON IS YOUR PERMANENT SCHEDULE AND CAN ONLY BE CHANGED WHEN REQUESTED IN WRITING BY THE PARENTS AND THE CHANGE IS GRANTED BY THE SITE DIRECTOR. THIS IS A FLAT RATE REGARDLESS OF HOLIDAYS, ILLNESSES OR DAYS MISSED. FIRST WEEKS' TUITION MUST BE PAID ON THE CHILD'S FIRST DAY OF ATTENDANCE. TUITION IS DUE IN ADVANCE OF SERVICES. ALL PARENTS MUST KEEP A VALID CREDIT CARD ON FILE WHICH WILL BE USED TO BILL ANY TUITION THAT IS NOT PAID BY THE FOLLOWING BUSINESS DAY BY NOON AFTER TUITION IS DUE. THIS CREDIT CARD INFORMATION MUST BE COMPLETED ON THE TUITION OPTION FORM. CHILDREN WILL IMMEDIATELY BE DROPPED FROM PEPPERMINT JUNCTION WHEN TUITION IS MORE THAN ONE WEEK LATE. A \$ 25.00 LATE PAYMENT FEE WILL BE ADDED TO YOUR ACCOUNT FOR ANY LATE PAYMENTS NOT RECEIVED WHEN DUE ACCORDING TO YOUR TUITION OPTION AGREEMENT. SHOULD IT BECOME NECESSARY TO TURN YOUR ACCOUNT OVER TO COLLECTION, ADDITIONAL FEES MAY BE ADDED TO COVER COLLECTION COSTS. BALANCES MAY BE SUBJECT TO 1.5% MONTHLY INTEREST FEE (OR THE AMOUNT PERMITTED BY LAW). CHECKS RETURNED FOR NON-SUFFICIENT FUNDS, WILL BE SUBJECT TO A \$ 25.00 CHECK CHARGE, PAYABLE WITH THE NEXT WEEK'S TUITION. RETURNED CHECKS WILL BE REDEPOSITED IMMEDIATELY UPON RETURN UNLESS WE HAVE RECEIVED A CASH PAYMENT TO COVER THE RETURNED CHECK PRIOR TO US RECEIVING IT BACK FROM THE BANK.

3) PARENTS OF CHILDREN NOT PICKED UP ON TIME, WILL BE CHARGED A LATE PICK UP TIME OF \$15.00 PER 1/4 HOUR, OR ANY PART OF, PAYABLE WITH THE NEXT WEEKS TUITION. REPEATED LATE PICK UPS WILL RESULT IN YOUR CHILD BEING DROPPED FROM THE PROGRAM.

4) ALL CHILDREN MUST BE SIGNED IN AND OUT OF PEPPERMINT JUNCTION BY AN ADULT EACH TIME THEY ATTEND. STATE LAW REQUIRES THAT YOU DO NOT LEAVE YOUR CHILD UNTIL HE/SHE HAS BEEN ACCEPTED BY A STAFF MEMBER. ONLY PARENTS OR AUTHORIZED PERSONS MAY SIGN OUT AND REMOVE A CHILD FROM THE PREMISES. ONLY WRITTEN AUTHORIZATION FROM A CUSTODIAL PARENT OR GUARDIAN WILL BE ACCEPTED TO ALLOW UNAUTHORIZED PERSONS TO PICK UP A CHILD TELEPHONE AUTHORIZATION IS NOT ACCEPTABLE.

5) SICK CHILDREN MAY NOT ATTEND PEPPERMINT JUNCTION. A HEALTH CHECK IS DONE EACH DAY BY THE ACCEPTING STAFF MEMBER. IF A CHILD BECOMES ILL AT THE CENTER OR IS UNABLE TO PARTICIPATE IN THE PROGRAM, IT IS THE PARENT'S RESPONSIBILITY TO PICK UP THE CHILD IN A TIMELY MANNER AFTER NOTIFICATION.

6) TUITION IS PAYABLE AS LONG AS THE CHILD IS ENROLLED. NO CREDIT WILL BE GIVEN FOR SICK DAYS MISSED. EACH CHILD WILL BE ALLOWED ONE WEEK OF VACATION TIME EACH SCHOOL YEAR HE/SHE ATTENDS WITH NO TUITION DUE FOR THIS ONE WEEK AS LONG AS VACATION TIME IS REQUESTED IN WRITING ON PEPPERMINT JUNCTION FORM AT LEAST ONE WEEK PRIOR TO USE. A SCHOOL YEAR IS SEPTEMBER 1 - AUGUST 31. SINGLE VACATION DAYS WILL NOT BE ALLOWED. CHILDREN MUST BE ENROLLED FOR THREE MONTHS BEFORE BECOMING ELIGIBLE FOR VACATION CREDIT.

7) A TWO WEEK WRITTEN NOTICE IS REQUIRED WHEN REMOVING OR DROPPING A CHILD FROM PEPPERMINT JUNCTION'S PROGRAM. THIS WRITTEN NOTICE MUST BE GIVEN TO THE DIRECTOR. VERBAL NOTICE TO OTHER STAFF IS NOT ACCEPTED AS OFFICIAL NOTICE. PARENTS ARE RESPONSIBLE FOR TUITION CHARGES UNTIL TWO WEEKS AFTER WRITTEN NOTICE IS RECEIVED.

8) PARENTS ARE RESPONSIBLE FOR ABIDING BY ALL RULES, POLICIES AND/OR PROCEDURES AS STATED IN OUR PARENT HANDBOOK WHICH IS PART OF THE REGISTRATION PACKET. WE RESERVE THE RIGHT TO ASK PARENTS TO WITHDRAW THEIR CHILD(REN) FROM PEPPERMINT JUNCTION, WITHOUT NOTICE, IF FOR ANY REASON EITHER THE CHILD OR PARENT IS POSING HARM OR DISRESPECT TO STAFF OR OTHER CHILDREN ENROLLED AT PEPPERMINT JUNCTION.

9) A SACK LUNCH MUST BE PROVIDED BY THE PARENT FOR ALL CHILDREN WHO STAY PAST 11:30 A.M. CHILDREN IN THE TWO YEAR OLD PROGRAM WILL BE REQUIRED TO BRING DIAPERS, BABY WIPES, ALL FOODS AND DRINKS AS NEEDED.

10) I HEREBY GRANT PEPPERMINT JUNCTION THE RIGHT AND PERMISSION, WITHOUT RESERVATION, TO USE AND/OR OTHERWISE UTILIZE, IN ORIGINAL OR MODIFIED FORMS, STUDENT'S LIKENESS, APPEARANCE, PHOTOGRAPHIC REPRODUCTION, STILL OR MOVING, IN ALL MEDIA, INCLUDING, WITHOUT LIMITATION, INTERNET, PRINT, BROADCASTING, ANY AND ALL FORMS OF ADVERTISING, BROCHURES, ANY AND ALL SCHOOL PUBLICATIONS, WEBSITES, NEWSPAPERS, AND IN ALL FORMS, FOR ANY AND ALL PURPOSES RELATED TO PEPPERMINT JUNCTION, INCLUDING, WITHOUT LIMITATION, PROMOTIONS, EDUCATION AND/OR FUNDRAISING ACTIVITIES OF PEPPERMINT JUNCTION.

11) THIS AGREEMENT SHALL BE TERMINATED WHEN A CHILD LEAVES PEPPERMINT JUNCTION WITH A TWO WEEK WRITTEN NOTICE OR AT THE END OF THE TRIAL PERIOD (SEE SEC. 11). MODIFICATIONS TO THIS AGREEMENT SHALL BE MADE WHENEVER CIRCUMSTANCES REQUIRE SUCH CHANGES. THIRTY DAYS WRITTEN NOTICE WILL BE GIVEN SHOULD ANY CHANGES IN POLICY OR RATES OCCUR. NO REFUNDS WILL BE GIVEN FOR SERVICES ALREADY RENDERED.

12) THE FIRST SIX WEEKS A CHILD ATTENDS PEPPERMINT JUNCTION IS A TRIAL PERIOD. IF A CHILD FAILS TO MAKE AN ADEQUATE ADJUSTMENT, WE WILL ASK THAT THE CHILD BE REMOVED FROM THE PROGRAM TO ATTEND AT A LATER DATE.

13) THE INSPECTION AUTHORITY OF THE DEPARTMENT OF SOCIAL SERVICES, COMMUNITY CARE LICENSING OFFICE, IN REGARDS TO SPECIFIC HEALTH AND SAFETY CODES IS AS FOLLOWS:

A) THE DEPARTMENT OF SOCIAL SERVICES SHALL HAVE THE AUTHORITY TO INTERVIEW CLIENTS, INCLUDING CHILDREN OR STAFF, AND TO INSPECT AND AUDIT CLIENT OR FACILITY RECORDS WITHOUT PRIOR CONSENT. THE LICENSEE SHALL MAKE PROVISIONS FOR PRIVATE INTERVIEWS WITH ANY CLIENTS, INCLUDING CHILDREN OR STAFF MEMBERS; AND FOR THE EXAMINATION OF ALL RECORDS RELATING TO THE OPERATION OF THE FACILITY.

B) THE DEPARTMENT OF SOCIAL SERVICES SHALL HAVE THE AUTHORITY TO OBSERVE THE PHYSICAL CONDITION OF THE CLIENT, INCLUDING CONDITIONS WHICH COULD INDICATE ABUSE, NEGLECT, OR INAPPROPRIATE PLACEMENT AND TO HAVE A LICENSED MEDICAL PROFESSIONAL PHYSICALLY EXAMINE THE CLIENT.

14) THIS ADMISSIONS AGREEMENT SHALL AUTOMATICALLY BE TERMINATED BY THE DEATH OF THE CLIENT. NO LIABILITY OR DEBT SHALL ACCRUE AFTER THE DATE OF DEATH. THIS DOES NOT PRECLUDE PAYMENT ORDERED BY A COURT OF COMPETENT JURISDICTION.

I HAVE READ AND AGREE TO FOLLOW ALL PEPPERMINT JUNCTION POLICIES AND CONDITIONS OF ENROLLMENT AS STATED IN THIS ADMISSIONS AGREEMENT. I HAVE RECEIVED A PARENT HANDBOOK AND AGREE TO FOLLOW ALL POLICIES CONTAINED IN THE HANDBOOK.

DATE _____ PARENT SIGNATURE _____

SOCIAL SECURITY# _____

CDL # _____

PEPPERMINT JUNCTION AGREES TO PROVIDE THE FOLLOWING SERVICES:

A PLANNED DEVELOPMENTALLY APPROPRIATE PROGRAM FOR CHILDREN AGES 2 YEARS TO 6 YEARS. WE ARE COMMITTED TO PROVIDING QUALITY PROGRAMS THAT WILL MEET THE PHYSICAL, EMOTIONAL, COGNITIVE, SOCIAL AND CREATIVE NEEDS OF YOUNG CHILDREN. WE WILL MAINTAIN A QUALIFIED STAFF AND A STAFF/CHILD RATIO OF NO MORE THAN 1-12 FOR PRESCHOOL CHILDREN. A PARENT HANDBOOK THAT STATES OUR POLICIES, PHILOSOPHY, GOALS AND RULES WILL BE PROVIDED UPON A CHILD'S ENROLLMENT.

SCHOOL REPRESENTATIVE

SIGNATURE _____