

OKEMOS KIDS CLUB

SCHOOL AGE RATES 2019-2020

\$55 non-refundable fee per child due with registration form
No registrations accepted after August 15th for the first week of school

Register your child at the Edgewood Early Childhood Center for all Okemos Kids Club Programs.

PROGRAM	TIME	REGULAR RATE	SIBLING RATE
BEFORE CARE Kdg/Begd – 8 th Grade	7:00 AM – Start of School	\$9/day <u>PUNCH CARD</u> \$10.50/punch	\$8/day <u>PUNCH CARD</u> \$9.50/punch
AFTER CARE Kdg/Begd – 8 th Grade	School Dismissal – 6:00 PM	\$12.50/day <u>PUNCH CARD</u> \$14/punch	\$11.25/day <u>PUNCH CARD</u> \$12.75/punch
FULL DAY Kdg/Begd – 8 th Grade	7:15 AM – 6:00 PM AT EDGEWOOD	\$42/day	\$37.75/day
ELEMENTARY & CLUB KINAWA SUPERSAVER	Includes ALL Before & After Care for the School Year PLUS 11/1, 11/5, 11/27, 2/18, & 3/10 Full Days (See Supersaver Contract)	\$439.75/month Billed August – April	\$395.75/month Billed August – April
FIELD TRIPS	On Full Days (if applicable)	\$8/field trip	No Sibling Discount

ADDED DAY FEES

Before Care: \$12.00 After Care: \$15.50

PAYMENT OPTIONS

Bills are always due on the 25th of the month PRECEDING care.

1. Mail in or drop off cash, check, or credit card information to Okemos Kids Club at:
1826 Osage Drive Okemos, MI 48864
2. Call the OKC Registrar at (517) 706-5023 or the OKC Clerk at (517) 706-5024 with credit card information.
3. Pay online through www.daycareworks.com. Get a username and password from the OKC Registrar or Clerk. On the website click *Connect Portal* in the upper right corner to get to the login screen.
4. Auto-Pay: Provide credit card information once to the OKC Registrar or Clerk. The information is saved by the software but is not visible after being input. Credit cards are charged on the 25th of the month. If the 25th falls on a holiday or weekend, they're charged the first business day following the holiday or weekend.

SCHOOL AGE SCHEDULE OPTIONS

REGULAR SCHEDULE This option is best *if your schedule doesn't change*. This schedule requires a **minimum of two days per week per program**. For example: You need Monday, Wednesday and Friday after care and/or Tuesday and Thursday before care. You are only allowed two (2) permanent schedule changes per school year. More than two (2) schedule changes in a school year will incur a \$25 fee per change. We require 5 business days processing time for starting a program and any schedule changes. Trading or switching of days is not allowed. Adding days is permitted at the Director's discretion using a punch card. **Payment is due on the 25th of the month preceding care.**

FLEX CALENDAR This option is best for those whose *schedule changes monthly but you know your schedule at least a month in advance*. This schedule requires a **minimum of 8 days within a month per program needed**. Calendars are sent on or around the 25th of the month and are due on the 5th of the month preceding care. For example: December calendars are due November 5th. Calendars received after the 5th will incur a \$15 late fee. Trading, switching or canceling of days is not allowed once the calendar is submitted. Adding days is allowed at the Director's discretion using a punch card. **Payment is due on the 25th of the month preceding care.**

PUNCH CARD This option is best if you *only need occasional care, care for a short period of time, your days of the week change every week and you don't know your schedule at least a month ahead of time, or you just need to add a day*. Punch cards are sold in 1-10 use cards and must be purchased from the OKC Registrar or the OKC Clerk. You must contact the Director at least 24 hours in advance to make sure there is adequate staffing and supplies available for your child to safely attend. This option provides more flexibility but program may be full on a day needed. **Payment is due upon purchase.** See punch card rules and regulations for complete information.

SUPERSAVER This option is best if you *need every before care, every after care and every full day for the entire school year*. This program is a **full year commitment**. Winter Break and Spring Break are not included. The Early Release activity is not included in this program and requires separate registration through the Community Education office. Snow Days are also not included in this rate and require separate registration. This option is **only available before the school year starts and requires 9 equal payments from August through April.**

OTHER IMPORTANT INFO

- Our Before and After School Age Programs have a 1:15 ratio of adults to students.
- Children must be able to independently toilet, dress and meet their own personal needs daily.
- All Supersaver Families will have an added Field Trip Fee when field trips are planned.
- A sibling discount is applied to the older sibling(s) enrolled in any of our programs.
- Any and all **schedule changes** need to be **submitted in writing** to the OKC Registrar or OKC Clerk and **requires a 5 business day processing time**.
- Registrations are accepted throughout the year, **as space permits** in each program.
- There are **no tuition adjustments for daily absences due to weather, holidays, illnesses, or vacation**.
- **Permanent drops** from a program require a **two-week minimum written notice**, whether or not the child has started care. Tuition will be the parent's responsibility during that two week time period.
- An added day fee is charged when less than 24 hours' notice is given or no punch card has been purchased.
- **ADDITIONAL FEES:**
 - **Field Trip Fee:** \$8
 - **Late Payment Fee:** \$25
 - **Late Calendar Fee for Flex Calendars:** \$15
 - **Late Pick up/Early Drop off Fee:** \$1/minute/child
 - On the 5th occurrence, the rate will be \$5/minute/child
 - After 10 occurrences, OKC reserves the right to withhold childcare services