



## Tree of Life Learning Center Rate Sheet

Registration Fee holds place & covers cost of materials

Fee of \$50 per child or \$75 per family

Early Bird Discount - \$25/child before 3/31; \$35/child before 5/31

Number of Days	Weekly Rate for Half Days	Weekly Rate for Full Days	Preschool Weekly Rates (8-11am)
2	\$50	\$100	\$30
3	\$75	\$150	\$45
4	\$100	\$200	\$60
5	\$125	\$250	\$75

### Enrollment Definitions:

Full Day = 4 to 9 hours

Half Day = up to 4 hours

Preschool (ages 2-5) = 8-11am

Minimum of 2 half days or 2 Preschool days per week

Rates based on an 9-hour day or less. Any child staying longer than 9 hours will be billed an additional \$15.00

**Before and After-School Program:** Families choose set days of the week, with charges being \$5/day for any before school care and then \$5/hour for 3 hours after school (ex. Pick-up before 4 - \$5, before 5:00 - \$10; before 6:00 - \$15).

**Summer Rates-** \$6.25/hour scheduled by the week

**Discount Rates** - 20% discount applied to 2<sup>nd</sup> child, Holy Trinity Church and School Families (\$20/half-day; \$40/full-day). This discount is applicable to half-day, full-day and summer rates only.

Any Credit Card and ACH processing fees will be paid by the families.

### Holidays

Tree of Life Learning Center is closed for the following holidays: New Year's Day, Good Friday, Easter Monday, Memorial Day, week of July 4<sup>th</sup>, Labor Day, Thanksgiving Day, Friday following Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve Day.

If the holiday falls on a Saturday, the center will be closed on the Friday prior to the holiday. If the holiday falls on a Sunday, the center will be closed on the Monday

following the holiday. Tuition is charged normally on scheduled holidays. There will be no charge for the Friday following Thanksgiving and for Good Friday.

### Vacation Days

Weekly payments will be required from Labor Day until Memorial Day. Each child is allowed vacation days to be used throughout these nine months. These vacation days can be used for sick days or holidays. Holidays require a two-week advance notice and sick days should be called in by 8 am. Vacation days do not need to be used, nor will payments be assessed, during the 2 weeks surrounding the Christmas and New Year's holidays if your child does not attend. Please give a 2-week notice of your plans during these 2 weeks.

Families are given vacation days based on the following schedule:

- Child attends 5 days per week – 10 vacation days per nine months
- Child attends 4 days per week – 8 vacation days per nine months
- Child attends 3 days per week – 6 vacation days per nine months
- Child attends 2 days per week – 4 vacation days per nine months

These rates are effective September 1, 2022. Rates are reviewed annually and subject to change.

**Key fob purchase required for entrance to building: \$6 per key fob**

### **Policies:**

Payments are due by **6:00 PM on Friday** for the upcoming week. Payments may be made online through **Brightwheel** or **by cash/check to the office**. If a payment for the upcoming week is **received after Friday at 6:00 PM**, a \$10 fee will be charged to your account. Generally, credits or refunds are not given if your child does not attend as scheduled due to illness or vacation.

Tree of Life Learning Center closes at 6:00 PM. If your child remains at the Center **past 6:00 PM**, fees equal to \$1.00 per minute of attendance are charged to your account. For example, if a child is picked up at 6:10 PM, an additional \$10.00 is charged to the family's account.

If checks are returned for insufficient funds, a **\$35.00 NSF fee** is charged to your account.

**If you have any questions, please do not hesitate to ask a staff member! Thank you!**

