

Parent Agreement Contract

1. The After School Program will be open from 3:00 pm to 6:00pm Mon. Tues. Thurs. Fri. and 2:00pm – 6:00pm on Wednesday to provide quality after school care every day that OCPS schools are open to students with the exception of Thurs. & Fri. Jan. 12 &13, and Fri. Feb. 24. You must find alternate care and pick up for these dates.
2. The After School Program will be closed whenever the Orange County schools are closed. If school is cancelled due to weather while the children are in school, The After School Program will also be closed.
3. The After School Program will provide a daily afternoon snack, homework help, acting class, group voice and a production class. MCP offers other programs for additional fees.
4. Although we request your child be in attendance for acting, voice and production classes, parents are always welcome to pick up their child early.
5. The parent/guardian will be required to enter the building when picking up their child. Only authorized adults will be allowed to pick up your child.
6. In those cases where our discipline procedure of time-out, counseling, parental contact and behavior redirection are not effective; the child may be removed from the program by the director.
7. The After School Program will not administer medication without first obtaining approval from the parent/guardian. In the event of an emergency, The After School Program has the permission of the parent/guardian to administer first aid or obtain emergency medical treatment, if necessary.
8. The After School Program TUITION: \$65.00 per week for one child.
9. Tuition fees will not be due for the two full weeks of Christmas vacation, or the week of Spring Break. The full week's tuition will apply to all other weeks included in the Orange County School District calendar, **regardless of** snow days, **sickness, other absences** or holidays during the week.
10. The parent/guardian agrees to pay the weekly tuition fee one week in advance. Checks should be made payable to MCP. All tuition fees are to be paid by Friday for the following week. If for any reason, the account has not been paid by the close of business on Tuesday of that week, a late fee of \$10.00 will be assessed. If the account has not been paid by the next Friday, the child will not be permitted to return until the past due account is brought current.
11. The parent/guardian agrees to pay a \$1 per minute, per child, late pick-up fee starting at 6:05pm.
12. The parent/guardian agrees to email MCP no later than 12:00pm if the child is sick or going home with alternative transportation (an absence does not change the \$65.00 weekly fee).

I agree to abide by the terms set forth in the contract above.

Signature: _____ Date: _____