



**ASSUMPTION CATHOLIC SCHOOLS
ST. LAWRENCE EARLY CHILDHOOD CENTER
ENROLLMENT FORM**

PLEASE PRINT

Child's Name _____ Date of Birth _____

F _____ M _____ Catholic-- Yes, Current Parish _____ No _____

Place of Birth (City) _____ State _____ Ethnicity _____

Baptism: Date _____ Church _____ City/State _____

Parent/Guardian Name(s) _____

Address _____

Home Phone _____ Emergency Phone _____

E-Mail address _____

Place of Employment:

Business _____ Phone _____

Business _____ Phone _____

If applicable, custodial parent name _____. As a condition of enrollment, a copy of that portion of the custody decree that indicates who has primary placement as well as a copy of the current custody agreement must be on file in the office.

LATE FEE CHARGES - The Center closes at 5:30 p.m. A late fee of \$5.00 will be assessed for every five minutes beyond 5:30 p.m. The Fee is due immediately upon picking up the child and must be paid directly to the caregiver. After such an incident, a written notice may be given stating that if a similar incident occurs, the child will be removed from the program.

PENALTY FEE - If the child is picked up later than the scheduled time the parent will be charged that particular hourly rate for each 15 minutes. A telephone call or written note is needed to avoid charge.

Yearly Materials/Supply fee of \$35.00 must be included with the registration form to secure your child's enrollment. **The \$35.00 yearly fee is non-refundable.** Please make check payable to ACS.

Parent/Guardian Signature Date

FOR SCHOOL USE ONLY: \$35.00 FEE PAID

**ASSUMPTION CATHOLIC SCHOOLS
ST. LAWRENCE EARLY CHILDHOOD CENTER
OPTION FORM**



Service Fees Effective June 13, 2016

INFANT to TWO AND A HALF YEARS OLD

(Fees include breakfast, lunch and snacks if present during those times)

_____ Full Time Option (5 days) = \$165.00
(10 sick/vacation days a year)

_____ 3 days a week = \$130.00
(6 sick/vacation days a year)

PRESCHOOL (Two and a half yrs and Older)

(Fees include breakfast, lunch and snacks if present during those times)

_____ Full Time Option (40 hours or more a week) = \$150.00 a week

_____ 3 Full Days a week (M, W & F) = \$120.00 a week

_____ 5 Half Days a week (5 hours or less) = \$105.00

_____ 3 Half Days a week/M, W & F (5 hours or less) = \$75.00

4K STUDENTS

(Fees include breakfast, lunch and snacks if present during those times)

\$4.50 an hour (Any part of an hour is considered a full hour of service.)

Schedule:	From	To	Please circle the meals your child will need.			
Monday	_____	_____	Breakfast	AM Snack	Lunch	PMSnack
Tuesday	_____	_____	Breakfast	AM Snack	Lunch	PMSnack
Wednesday	_____	_____	Breakfast	AM Snack	Lunch	PMSnack
Thursday	_____	_____	Breakfast	AM Snack	Lunch	PMSnack
Friday	_____	_____	Breakfast	AM Snack	Lunch	PMSnack

Please direct any questions regarding Care to Mrs. Tara Biebl, Center Director or Mrs. Mandy Peper, Assistant Director.

I fully understand the Service Fee Options that are available to me. I also understand the Late Charge and Penalty Fee. St. Lawrence Early Childhood Center is open all year. We are a licensed center. Children enrolled on a first come, first serve basis with the understanding that St. Lawrence Early Childhood Center (6 weeks to 12 years of age) serves up to 75 children under one license.

Signature of Parent/Guardian _____ Date _____