



# Little Pals Preschool, Ltd.

121 Harriman Heights Road, Monroe NY 10950  
845-783-3006; littlepalsmonroe@gmail.com

## FALL 2022 COMMITMENT FORM

### September 2023—June 2024

(Registration for Summer Camp is a separate process)

Child's Name: \_\_\_\_\_ Sex: \_\_\_\_\_ Today's Date: \_\_\_\_\_  
                    First                      Middle                      Last

Home or Best Phone #: \_\_\_\_\_ Current Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Home Address: \_\_\_\_\_  
                                    Street                                      City                                      Zip

Parent 1: \_\_\_\_\_ Parent 1 cell/alternate phone: \_\_\_\_\_  
(please circle) Mother Father Guardian

Parent 2: \_\_\_\_\_ Parent 2 cell/alternate phone: \_\_\_\_\_  
(please circle) Mother Father Guardian

Email address: 1. \_\_\_\_\_  
                                    2. \_\_\_\_\_  
*(The majority of communication from Little Pals is by email; please print clearly)*

### 3 Year Old Program Half or Full Day

- Our 3 year old class is for children that will be 3 years of age by December 1, 2023 and potty trained by the start of school in September 2023
- We strongly recommend that for consistency, part-time students attend MWF or TuTh
  - September 2023 tuition payment is due by June 7, 2023
- A \$100 registration fee is assessed annually for all students and is due at the time of registration (cash or check only, no credit or debit cards accepted)

Please indicate typical start and end hours:

#### Half Day

MORNING SESSION: 9:00 am – 11:30 am

#### Monthly Tuition

- 2 half days: Tues/Thurs  \$211
- 3 half days: Mon/Wed/Fri  \$278
- 4 half days:  \$321
- 5 half days:  \$391

Please circle days:

Monday Tuesday Wednesday Thursday Friday

#### Full Day

- FULL DAY 9:00 am - 3:00 pm
- EXTENDED DAY\* 7:30 am—6:00 pm

#### Monthly Tuition

- 2 full days:  \$390 (9am-3pm)  2 Extended Days \$622
- 3 full days:  \$490  3 Extended Days \$835
- 4 full days:  \$612  4 Extended Days \$1072
- 5 full days:  \$740  5 Extended Days \$1316

Please circle days:

Monday Tuesday Wednesday Thursday Friday

\*Extended Day - as much care as you need between 7:30 am and 6:00 pm

**Before & After care hours:** 7:30 am – 6:00 pm; can be paid hourly (\$10.00 for any part of an hour) or see Extended Day rates

# PARENT AGREEMENTS

- A well balanced lunch must be provided by the family. A morning and afternoon snack and water will be offered by Little Pals for all children in the 3 year old classes.
- The annual registration fee of \$100 accompanies this application and reserves a spot for my child for September 2023. This covers insurance and administrative fees for the 2023– 2024 school year. **The registration fee is non-refundable.**
- I agree to submit all forms (commitment, student information, waiver, emergency information), including an up-to-date physical (dated within 12 months of child's start date at Little Pals), immunization records, and a copy of both parents (guardian's) driver's licenses by June 7, 2023 or at the time of registration, if registering after this date. **Students will not be permitted to attend without all paperwork submitted and the first month's tuition paid.**
- I understand that Little Pals Preschool is **not** open during **Christmas** and **Easter break** as well as the other dates indicated on the annual calendar (calendar available in June 2023). Daycare may be available on some break days at a charge above the monthly tuition.
- I understand that there are no discounts, credits, or refunds for lost class time due to holidays, mandated closures, illness, vacations, weather related closures and other unforeseen circumstances.

## FINANCIAL INFORMATION & AGREEMENT

- I agree to pay September's tuition by June 7, 2023. I understand that I will forfeit my child's placement at Little Pals if I do not pay by June 7, 2023.
- I understand my second tuition payment is due no later than September 1, 2023, and the first of each month thereafter. My last of the 10 payments for the 2023-24 school year (September 2023 through June 2024) is due May 1, 2023. **Note that Summer Camp is a separate registration process.**
- By agreeing to pay tuition by the first of each month, I understand that a late fee of \$25 will be charged if tuition is received after the 7<sup>th</sup> of the month. Daycare (before and after school), if not full time extended, must be paid in full by the end of the week when it is billed (at the rate of \$9.00 per hour).
- I also understand that the fee for returned checks is \$30.00 and that if a second check is returned, all future payments will be made by cash or money order.
- I understand that the monthly tuition reflects the total program tuition divided over a payment period of ten months and therefore, **is not pro-rated due to holidays, mandated closures, illness, weather related closures, vacations, or cancellations.** I understand that there are no discounts, make ups, credits, or refunds for these or any other unforeseen circumstances.
- Tuition can be paid by check, cash or online bill payment through your banking institution. **We do not accept debit or credit cards.** The initial registration fee and September 2023 tuition (tuition due by June 7, 2023) must be made by check, cash, or money order.
- **Holidays and Breaks:** Our annual calendar will be available in June. Little Pals Preschool and Daycare will be closed on major holidays, Christmas and Easter breaks, the last week in June and the last week in August. Child care may be available at an additional cost if there is sufficient interest. Sign-up & payment is required in advance. As stated above, tuition is not prorated due to holidays, scheduled closures, mandated closures, illness, weather related closures, vacations, or cancellations. NOTE: Parents paying full time extended tuition for 12 months will receive daycare during the last week in June and August at no additional cost. Those paying for full time extended for 10 months will receive daycare during the last week in June at no additional cost.
- I understand Little Pals closes at 6:00 pm. Late arrivers will be charged at the rate of \$10.00 per 15 minutes.
- I understand that should I withdraw my child from Little Pals Preschool and Day Care that I must submit written notice one month in advance. Mid-month withdrawals will not be honored, and there will be no refund of tuition/ fees.

**By signing below I am enrolling my child \_\_\_\_\_ in Little Pals Preschool for the 2023-24 school year and agree to the above terms. I understand that I am liable for 10 months tuition and that this signed agreement, accompanied by the \$100 registration fee, holds a place for my child for the 2023-24 school year.**

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### FOR OFFICE USE

Registered for:

\$100 Registration Fee Paid

September 2023 Tuition: Check# /Cash/Date

Student Information Forms  Immunization Record/Physical  Waiver  Emergency form  Copies of Parents' Driver's Licenses