

The Holyrood After School Care Society

Fees, Subsidies and Withdrawal Policy

Deposits

A \$100.00 deposit is required at the time of your child's registration. This deposit will be deducted from your last month's fees; however, should you choose to forfeit your space with us your deposit will not be returned.

Regular Fees

All regular fees are due and payable by cheque, back draft/money order, cash or e-transfer payable to The Holyrood After School Care Society on the first day of the month. We charge a \$1.00 per day late charge and weekends are included. If you are having difficulty making your monthly payments please speak to the Executive Director. We will make every effort to set up a parent payment plan that works best for you and the centre. The Executive Director has the right to refuse care to families neglecting to pay their fees.

Late Pick Up Fees

If parents pick up their children later than operational hours, they will be charged \$5.00 per minute, per child. Late pick up fees must be paid before the child may return. Repeated late pick ups will result in review of child care privileges.

Subsidy

If you require subsidy, you will need to apply to Provincial authorities. The centre has no influence or authority in determining your eligibility for subsidy. Please speak to the Executive Director for the appropriate application forms should you require this financial assistance.

Withdrawal

If you choose to withdraw your child from The Holyrood After School Care Society we require one-month's written notice. Without this notice we have the right to collect fees owing for the month.

I have read and understand The Holyrood After School Care Society's Fees, Subsidies and Withdrawal Policy.

Parent/guardian Name: _____
(Please Print Clearly)

Parent/guardian Signature: _____

Child's Name: _____ Date: _____
(Please Print Clearly)

Executive Director's Name: _____

Executive Director's Signature: _____

Date: _____