

# McCurdy Ministries Community Center

## After School Care Program

CONTRACT for Academic Year 2018-2019

*(Please Read Carefully Before Signing)*

**THIS CONTRACT** made and entered into by and between McCurdy Ministries Community Center (MMCC) After School Care Program and \_\_\_\_\_, the Parent(s)/Guardian(s) of the named Student, properly signed in duplicate, acknowledges the agreement of MMCC After School Care Program to accept the named student, \_\_\_\_\_ as a Student for the school year 2018-2019. By registering at MMCC After School Care Program, the Student together with his/her Parent(s)/Guardian(s) indicate their willingness to accept and observe the program's, disciplinary and financial regulations.

**Note: MMCC After School Care Program does not discriminate on the basis of gender, age, race, ethnic origin, disabilities, or religious affiliation. However, applicants are advised that McCurdy After School Care Program is not able to provide special education programs.**

**IN CONSIDERATION of the covenants, conditions, and provisions herein contained, it is agreed by the parties as follows:**

### Code of Conduct

#### Contact:

Respect is the key guiding factor for a child's behavior. All children are expected to respect themselves, others' property, regulations, authority, and each other's religious beliefs and practices.

#### Discipline:

The true goal of any disciplinary measure is to assist the student in achieving self-discipline, which will manifest itself in clear and logical reasoning, and in actions that are consistent with good moral principles. When a child's behavior infringes on the rights of others, the child will be corrected and made to understand the reason for any corrective measures administered which may be loss of playtime and /or other privileges. Parents will be notified of consequences if there are further infractions. If unacceptable behavior continues the child will be asked not to attend and other arrangements for care will need to be arranged by parents.

#### McCurdy Ministries After School Care Program agrees to:

1. Provide a safe environment to promote well being and supervision.
2. Demonstrate Christian values to Students, colleagues and stakeholders.
3. Attempt to notify Parent(s)/Guardian(s) immediately of emergency conditions.

#### Parent(s)/Guardian(s) agrees to:

1. Pay the required fees in full, per one of the specified payment plans.
2. **Participate in Safe Sanctuary Training**, the fee for which is \$30.00 and which is required of all parents wishing to volunteer in the program or on out of program excursions such as field trips or field events.
3. Complete and submit prior to start of the school year, the Emergency Information Card Provide a physician's authorization form if the named Student is required to carry an inhaler.
4. Allow MMCC After School Care Program to suspend, or dismiss the named Student for disobedience of the rules and regulations of the program.
5. Allow MMCC After School Care Program to take the named Student to the hospital for emergency conditions, and to allow the attending physician to perform such medical procedures the physician deems necessary.
6. Release and hold harmless MMCC After School Care Program, its agents and employees from all claims, damages or other liabilities for injuries to the named Student, unless injury results from gross negligence on the part of program.
7. Hold MMCC After School Care Program harmless in case of loss, theft or destruction of the named Student's property which has been brought to program.
8. Allow MMCC After School Care Program to search the named Student and his or her property, including but not limited to backpack, and/or storage space.
9. Read, sign and abide by the terms of this contract and the program regulations and policies as explained in the Program Handbook, and any other School publications, as amended from time to time.
10. Allow MMCC After School Care Program to use the named Student's picture for promotional purposes.
11. Complete all forms necessary for enrollment, including health/immunization records and medical forms.

**FEES**

**The Parent(s)/Guardian(s) agree(s) to pay the following:**

Full Paid:	\$160.00
Free Lunch Program eligibility which has been confirmed by parent bringing in letter from 2018-2019 participation.	\$89.00 discount <b><u>per child</u></b>
Reduced Lunch Program eligibility which has been confirmed by parent bringing in letter from 2018-2019 participation.	\$67.00 discount <b><u>per child</u></b>

**Fees:**

1. A Safe Sanctuary fee of \$30.00 for all parents wishing to volunteer in the classroom or on out of class excursions such as field trips or field events.
2. The cost of any materials or property damaged or destroyed by the Student.
3. There will be a \$1.00/minute assessment charged for every minute past 5:30 p.m. until the child is picked up.

**The Parent(s)/Guardian(s) agree(s) to one of the following payment options:**

1. One payment in full of the tuition and fees by August 1, 2017.
2. Two equal installment payments: first installment by August 1, 2017 and second by December 1, 2017.
3. Ten monthly payments, made by the 15<sup>th</sup> of each month of the school year, paid by bank draft, cash, or credit card.

**The Parent(s)/Guardian(s) agrees to the following payment regulations:**

1. Payments are due upon receipt of the statement/invoice, and are considered past due after the 15<sup>th</sup> of each month. Accounts not paid, in full, by the 15<sup>th</sup> will be considered late, and charged a \$25.00 late fee. If the 15<sup>th</sup> falls on a weekend or a holiday on which the business office is closed, payment is due the following business day.
2. Bad checks are subject to a returned check fee of \$25.00.
3. Accounts that are more than 30 days delinquent will result in your child not being able to attend school until the account is cleared.
4. Accounts more than 60 days delinquent will be turned over to a collection agency.
5. The Parent(s)/Guardian(s) is responsible for the **full month's fees** for every month that the Student is enrolled. Any credit balance on an account in case of Student withdrawal will be refunded by mail.
6. If parents are divorced/separated, does the non-custodial parent have access to financial account?  
Yes \_\_\_\_\_ No \_\_\_\_\_ (Please note that if there is a reason that one of the parents should not have information, a court order will need to be given to the program, delineating such information.)

**The Parent(s)/Guardian(s) agrees to the following Refund Policies:**

1. For August through May, no refund will be given of a month's payment during which the Student is enrolled.
2. The first month's payment is non-refundable.

Date \_\_\_\_\_ Business Manager \_\_\_\_\_

Date \_\_\_\_\_ Parent(s)/Guardian(s) \_\_\_\_\_

Date \_\_\_\_\_ Parent(s)/Guardian(s) \_\_\_\_\_

McCurdy Schools of Northern New Mexico is a registered nonprofit corporation.  
The corporation also uses the trade name McCurdy Ministries Community Center.