



# Walnut Creek Presbyterian Preschool

1801 Lacassie Avenue  
Walnut Creek, California 94596

	9:00-12:30pm Preschool	8:00am-9:00am Extended Morning Time	12:30pm-2:30pm Lunch Bunch	2:30pm-5pm Extended Afternoon Day
<b>2 Days T/Th</b>	\$345/mth	\$12 Per Day You Select the Days  M T W R F (Circle Days)	\$24 Per Day You Select the Days  M T W R F (Circle Days)	\$30 Per Day You Select the Days  M T W R F (Circle Days)
<b>3 Days M/W/F</b>	\$430/mth			
<b>5 Days M-F</b>	\$535/mth			

\*\*\* At this time, there will be an additional fee of \$20/per month due to the high cost of Covid mandated cleaning supplies.

## WCPC PRESCHOOL ADMISSION AGREEMENT 2022-2023

**(PLEASE CIRCLE NUMBER OF DAY/HOURS NEEDED)**

I understand the tuition cost is \$ \_\_\_\_\_ per month for \_\_\_\_\_.  
(Total) (Student's Name)

(Initial) \_\_\_\_\_ I understand that if I decide to terminate my position here at WCPC Preschool my \$75 registration is NON REFUNDABLE for any reason. Also, if I decide to terminate the position here at WCPC Preschool, prior to the 2022-2023 start of the school year the half deposit paid is also NON REFUNDABLE.

(Initial) \_\_\_\_\_ Tuition is paid monthly: May 1<sup>st</sup> (remaining half balance for September), October thru May 1<sup>st</sup>. The total cost for tuition is based on nine equal payments.

(Initial) \_\_\_\_\_ Payments are required to be paid through our ACH system at no cost to you, which will be transferred on the 1<sup>st</sup> of every month.

(Initial) \_\_\_\_\_ Tuition is considered "past due" after the 10<sup>th</sup> of the month and is subject to a late fee of \$20.00. There are no refunds for illness or vacation.

(Initial) \_\_\_\_\_ ACH payment returns for Non- Sufficient Funds are charged a service charge of \$30.

(Initial) \_\_\_\_\_ Any advanced tuition payments for the following school year, are non- refundable, including the registration fee.

(Initial) \_\_\_\_\_ A limited number of scholarships are available to assist families who might otherwise be excluded because of economic status and can be applied for through the church. Please email Terry or Kim for more information.

(Initial) \_\_\_\_\_ There is a 10% discount for the second child enrolled in our program, which will be applied to the lesser tuition amount .

(Initial) \_\_\_\_\_ In the case of a state mandated closure the pay schedule to secure your child's placement will be as follows:

- 1st month of closure: Full tuition
- 2nd month of closure: ½ Tuition
- 3rd month of closure: ½ Tuition

The parent is aware that the State of California Licensing Agency (Community Care Licensing) has the following authority:

(Initial)\_\_\_\_\_ a. to interview children or staff, and to inspect and audit child or facility records without prior consent.

(Initial)\_\_\_\_\_ b. to observe the physical condition of the child (ren), including conditions which could indicate abuse, neglect or inappropriate placement, and to have a licensed medical professional physically examine the child (ren).

This agreement may be terminated by this Preschool with 3 days notice of the following reasons:

(Initial)\_\_\_\_\_ a. Parent/ Guardian has not cooperated with this Preschool regarding the child's discipline needs.

(Initial)\_\_\_\_\_ b. Parent/ Guardian has not paid the agreed upon fee or has been late paying the fee more than twice in a six-month period.

(Initial)\_\_\_\_\_ c. I/We understand the State Licensing requires the adult person dropping off and/or picking up your child from school sign the child in and/or out with a FULL SIGNATURE (initials are not adequate) every day your child attends school. Failure to comply with the requirement may result in a \$75 fee per incident. Chronic non-compliance may result in termination of services.

(Initial)\_\_\_\_\_ Walnut Creek Presbyterian Preschool reserves the right to modify any of the conditions of this agreement upon 30 days written notice to the parent or guardian.

WALNUT CREEK PRESBYTERIAN CHURCH PRESCHOOL MAY ADD ANY OTHER TERMS TO THIS AGREEMENT WHICH THE LICENSEE DEEMS NECESSARY, AS LONG AS THEY ARE NOT CONTRARY TO LICENSING REGULATIONS, STATE LAW OR PUBLIC POLICY.

\_\_\_\_\_  
*Terry Brown*  
Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Guardian

\_\_\_\_\_  
Date