

Parent's Day Out (PDO) Registration Form (Ages 6mos - 2.5yrs): Fall 2019 & Spring 2020

Thank you so much for choosing Claire's Day School for your child's care and early education! Whether your child is a returning student, or your family is new to our school, we are privileged to have your child join us for this school year. Please read carefully below.



Your child's space is secured once we receive this registration form and fees outlined for the program you are selecting below and completed the online forms located at:

https://fs30.formsite.com/Guidestar01/ClairsDaySchoolDallas/form_login.html

We do not collect any fees unless your child receives a spot; however, once chosen, **registration and first month's tuition fees are owed regardless of attendance and are non-refundable.** Why is this? Classes have a limited number of spaces. Once a class fills, we start a waitlist. Often, by the time a space becomes available upon a student dis-enrolling, those students on the waitlist have made other arrangements, and that spot may go unfilled. Because our costs for staffing, housing, utilities, etc. remain the same regardless of the number of students, we must ensure classes are filled to the best of our ability. For this reason, please ensure you are certain of the days you are selecting. If space permits, you might have the option of switching to different days, but there is no guarantee of this.

The standard hours for PDO are 9:00 - 3:00 daily. If you want to enroll for the early (8:30am) drop-off or late (3:30pm) pick-up options, please circle them below the days you are electing.

I _____, am registering my child, _____, born _____
(full name) (full name) (mm/dd/yy)

for the following day(s) of the 2019-2020 school year, indicated by checking or initialing each day below.

Mondays Tuesdays Wednesdays Thursdays Fridays
Early / Late Early / Late Early / Late Early / Late Early / Late

SEPTEMBER 2019 - MAY 2020 PDO TUITION & FEES

#Days Per Week	Monthly Tuition (9am-3pm)	Monthly Optional Early (8:30) drop-off	Monthly Optional Late (3:30) pick-up	PDO Annual Supply Fee	PDO Annual Registration Fee
One	\$200	\$15	\$15	\$35	\$200
Two	\$385	\$30	\$30	\$70	\$200
Three	\$560	\$45	\$45	\$105	\$200
Four	\$725	\$60	\$60	\$140	\$200
Five	\$870	\$75	\$75	\$175	\$200

I understand that my child's space for PDO for the 2019-2020 school year is secured with payment of the registration fee and first month's tuition, and that these fees are non-refundable and non-transferrable regardless of circumstance. ___ (Initial)

I understand that the tuition fees outlined above for the 2019 - 2020 school year are the same rate each month from September through May, regardless of the number of school days in any given month. I have received a copy of the school year calendar and reviewed the holiday schedule. ___ (Initial)

I understand that if reducing days or dis-enrolling from the PDO program, I must give one month's notice, and that tuition will not be altered until that month long period has passed. For example, if my child is enrolled for three days per week, but I notify the school in October that I would like to reduce my child's days to only two days per week, I will still be billed for the 3-day rate in November before the 2-day rate takes effect starting in December. I understand that I may add days to my child's schedule at any time should they be available to do so. ___ (Initial)

I understand that tuition must be paid each month from my child's start date through the end of the school year term, unless providing notice to vacate as outlined above, and that failure to pay any month of tuition will forfeit my child's space. ___ (Initial)

I understand that while Claire's Day School allows me to try to make-up a day my child may have missed, make-up days are not guaranteed because of state licensed permitted ratios, and that the only day my child is guaranteed to attend is the day or days he or she is enrolled as selected above. I understand that scheduled holidays and icy weather closings are not allowable make-up days. ___ (Initial)

I have read the terms above, and understand the monthly and yearly fees for the Parent's Day Out schedule I have elected.

Printed Name _____ Signature _____ Date _____