

Attendance Requirements and Weekly Rates for 2021

All schedules must be pre-arranged and approved through the Directors.

☑ Teddy Bear Day Care Center, Inc. is open Monday through Friday from 6:30 am to 6 pm.

☞ The minimum attendance requirements to enroll your child in Teddy Bear Day Care Center is 4 full days per week. A full day is when a child starts no later than 9 am and leaves any time after 3:30 pm. We do not permit any half day schedules or floating day schedules. Schedules are for specific contract days and drop-off / pick-up times.

Hours of Attendance Per Week	Infants (6 weeks to 18 months old)	Toddlers (18 months to 3 years old)	Preschool & PreK & School-Age (3 to 12 years old)	Sibling Discount (Sibling(s) over 3)
From 50.01 to 57.5	\$292.50	\$287.50	\$277.50	\$267.50
From 45.01 to 50	\$285.00	\$280.00	\$270.00	\$260.00
From 40 to 45	\$277.50	\$272.50	\$262.50	\$252.50
Under 39.99	\$7.65	\$7.35	\$7.05	\$6.75

Weekly Fees:

☞ Sibling Discount is given to siblings over three, when both siblings attend the same hours.

Example #1: Two Toddlers attend 40 hours: 2 X \$272.50 = \$545.00

Example #2: One Infant and one sibling over the age of three at 40 hours: \$277.50 + \$252.50 = \$530.00

☞ Contracted weekly fees remain the same regardless of your child's attendance.

☞ Tuition is due in the morning of the first day of the week the child usually attends, typically Monday.

Additional Fees:

☞ There is a \$5 charge for everyday tuition is late. If payment is over two weeks late, care will be terminated, and collection action will be taken. Court costs plus attorney's fees may be added to the balance due if needed.

☞ \$5 charge will be added to every 1-15 minutes that a child is dropped off early or picked up late. You will be billed once late fees have been processed. At times, late fee processing may take over a month.

☞ **Pickup after 6pm will be \$5 for the 1st minute and \$1 for every minute late thereafter, per child.**

Vacation and Sick Time:

☞ Your child may be taken out of Day Care for two full weeks per your child's anniversary year for vacation and/or sick time without paying a fee. This must be taken as a full week from Monday to Friday. We do not do individual days.

Two weeks advance notice in writing is required for vacation time. Sick time requires a doctor's note indicating illness and that they must be out for the full week. These two weeks are credited yearly, based on your child's anniversary date. If written notice is not received, your account will not receive a credit.

Holidays, Staff Development and Emergency Closing Days:

☞ **The Center will be paid for the following closed days in 2021 if they fall on your child's contracted days:**

Our Staff Training Days will be Monday, January 18th (Martin Luther King Jr Day) and Friday, September 3rd.

Closed Holidays are January 1st (New Year's Day), May 31st (Memorial Day), July 5th (July 4th), September 6th (Labor Day), November 25th (Thanksgiving), December 24th (Christmas Eve), and December 31st (New Year's Eve).

The Center is also able to take up to two paid days, per year, for emergency closings. Examples include: power outages, snow days, health issued breakouts, etc. Late openings or early closings are permissible when warranted and tuition fees remain due. Please watch local news channels or look on the internet for the emergency weather closings or delayed opening notices stating Teddy Bear Day Care (Gansevoort or Wilton). Teddy Bear Day Care Center may also send out emergency alert text messages regarding early closings, power outages, emergencies, lockouts, lockdowns, shelter-in-place, etc.