

## 2017/2018 Trinity Lutheran Childcare Rate Information

Effective July 1, 2017

All checks should be made to Trinity Lutheran ECC.

The Enrollment Fee is non-refundable and is due at the time of enrollment and each September 1<sup>st</sup> after enrollment has begun. **Enrollment Fees must be paid with a separate check from childcare service payments.**

**Annual Enrollment Fee (due upon enrollment and each September 1<sup>st</sup>): \$55 per student**

### **Infant Care (0 – 12 months):**

Full-time care            \$860 per month            Year Round Monthly Fee

### **Transition Care (13 months -24 months) & Toddler Care (24 months – 36 months):**

Full-time care:            \$785 per month            Year Round Monthly Fee

**Annual Enrollment Fee (due upon enrollment and each September 1<sup>st</sup>): \$100 per student**

### **Preschool Age Care (Adventurers & Explorers):**

5 days/week            \$742 per month            September through May rate

4 days/week            \$639 per month            September through May rate

3 days/week            \$562 per month            September through May rate

**Annual Enrollment Fee (due upon enrollment and each September 1<sup>st</sup>): \$150 per student**

### **Young 5's Age Care**

5 days/week            \$742 per month            September through May rate

**Annual Enrollment Fee (due upon enrollment and each September 1<sup>st</sup>): \$55 per student**

### **School-Age Care:**

Before School care    \$7.25 per day            6:00am – 7:45am

After School care    \$12.50 per day            3:10pm – 6:00pm

One day rate            \$41.25

Half-day rate            \$24.75

2 hour delay            \$12.50

### **Summer Childcare Service Rates:**

#### **Preschool Age through School Age Care (June - August months only)**

##### **School-Age Care:**

Full-time is considered more than 30 hours per week (\$159 per week)

Part-time is considered less than 30 hours per week (\$129 per week)

##### **Adventurers, Explorers & Young 5's:**

Full-time is considered more than 30 hours per week (\$147 per week)

Part-time is considered less than 30 hours per week (\$118 per week)

# **Trinity Lutheran ECC Childcare Fee Policy**

## **Service Dates and Times:**

- Trinity Lutheran ECC is open Monday through Friday, 6:00am – 6:00pm, January through December.
- Holiday closings are: New Year's Day, Good Friday, Memorial Day, Independence Day (4<sup>th</sup> of July), Labor Day, Thanksgiving Day and the Friday following, Christmas Eve, Christmas Day, and New Year's Eve.
- We will close for inventory and extensive cleaning during one week in the summer – typically the first week in July.

## **Payment Procedures:**

- **Childcare fees are paid on a twice a month basis in this manner year round:**
  - All fees are due payable on the first business day of each month and the first business day on or after the 15<sup>th</sup> of the month. If such fees are not paid by the close of business on the third business day after the due date, a late fee of \$25 will be charged and child/children will not be allowed to attend until payment is made in full including all late fees.
- **From June to August, weekly childcare fees are due in this manner:**
  - The weekly fee is to be paid in full on or before Monday morning that the child will be attending childcare. If such fees are not paid by the close of business on the third business day after the due date, a late fee of \$25 will be charged and child/children will not be allowed to attend until payment is made in full including all late fees.

## **Special Billing and Fees**

- Trinity Lutheran ECC participates with Michigan's Department of Human Services (DHS) for childcare assistance, and will bill DHS directly for services. Once payment is received and posted to the account, DHS families will receive a statement of their portion of childcare charges to be paid no later than one week from the statement date.
- A fee of \$5.00 for any portion of each 15 minute period following 6:00pm will be charged for each child who has not been picked up by 6:00pm.
- A \$35.00 service fee will be charged for all returned checks.

## **Sick Days and Vacations:**

- Childcare fees are set with 4 weeks vacation built into the monthly cost for each child. Monthly costs are not reduced for vacation.
- Childcare fees are due regardless of whether the child is sick, on vacation, at a doctor's appointment, etc. This applies to both the monthly fees and weekly fees.

## **Family Discounts:**

- Families with multiple children enrolled as full-time will be billed the full rate for the most expensive child and receive a 10% discount for each additional child. No discounts are given for children enrolled as part-time.