

# ST. MARK PRESCHOOL

## SUMMER CAMP FINANCIAL POLICY

Revised as of January 2020

### REGISTRATION FEES

The registration fee for all Summer Camp classes is \$45 per child. Registration fees are due at the time of registration and are **non-refundable**. Registration fee waived for current students.

### TUITION PAYMENT

Monthly tuition fees are due on the first day of each camp session. Due to the short length of Summer Camp children will not be able to attend if the month is not paid in full on the first day.

Payments are due in full each month even if the child does not attend every day or school closing occur due to weather. Payments can be made by cash, or check/money order payable to St. Mark Preschool. There will be no refunds of tuition paid.

### RETURNED CHECKS

A \$25 fee will be charged on all returned checks. More than two returned checks will result in fees payable only by money order.

### LATE PICK-UP FEES

All Preschool classes begin at 9:00 AM and end at 12:30 PM. Children may not be left unattended at school before 9:00 AM. Their teacher will take children who remain after 12:35 PM to the office for pick-up there. You will be required to sign your child out and pay the appropriate late charges. Late fees will begin at 12:36 PM. You will be charged \$1 for each minute that you are late. If you arrive at 12:40, you will owe \$10. If you arrive at 12:37, you will owe \$7 and so forth. Pick-up time will be calculated according to the St. Mark Preschool office clock. Staff members depart at 12:45 PM and the building is closed. If a child is still here after 12:45, we will take the child to the CDC if there is space available. The parent will then be charged the \$15 late fee by the Preschool and will be charged the drop-in-rate at the CDC of \$50. After-school care is not available through the Preschool. If you have need of after-school care you may choose to make prior arrangements with the St. Mark Child Development Center.