



Parent-School Tuition Policy & Agreement 2021-2022

Early Childhood Education Program

*Required to Complete Online Registration

1. Child and Parents'/Guardians' Contract, Policies Agreement, Billing & Payment Information (one per family)

Date _____

Parent/Guardian 1 Name _____ Parent 2 Name _____

Parent 1 Soc. Security # - - Parent 2 Soc. Security # - -

REQUIRED *REQUIRED*

Address _____

Street address *City/Town* *State* *Zip Code*

Child 1 Name _____ Program/Class _____ Weekly Schedule _____ Monthly Tuition \$ _____

Child 2 Name _____ Program/Class _____ Weekly Schedule _____ Monthly Tuition \$ _____

Child 3 Name _____ Program/Class _____ Weekly Schedule _____ Monthly Tuition \$ _____

Total Monthly Tuition \$ _____

NON-REFUNDABLE Registration Fee paid at enrollment \$ _____ Date _____ Ck./Receipt # _____ Credit Card _____

First Tuition Payment \$ _____ Date _____ Ck./Receipt # _____ Credit Card _____

The **annual** tuition is based on the Beachwood Nursery School's Calendar of 185 days for a 5-day program, 105 days for a 3-day MWF program, and 75 days for a 2-day T/Th program; the Early Learning Calendar option includes up to 15 additional days of childcare. Tuition is an annual tuition which may be paid in full or in 10 equal payments beginning August 1st for the month of September and ending May 1st for the month of June. Tuition for each month is due in advance. **However**, tuition received after the 15th of the current month of attendance will incur a **\$25.00 late payment fee**. If payment is not received by the 30th of the current month of attendance, your child may not continue attending school until payment for **two consecutive** months is received. Habitual lateness in payments will be cause to dis-enroll your child from BNS. (A return check charge is \$30.00)

CHOICE OF TUITION SCHEDULE

- Option #1: Annual Tuition in Ten Equal Monthly Payments. Due the 1st of the month one month ahead.
First Tuition Payment due by August 1st; and covers tuition for school dates in September. This is the first of 10 payments. Remaining balance paid in 9 more monthly payments on Sept. 1st, Oct. 1st, Nov. 1st, Dec. 1st, Jan. 1st, Feb. 1st, Mar. 1st, Apr. 1st and May 1st.
- Option #2: Annual Tuition payment in 2 Payments on Aug. 1st and Jan. 1st.

CUSTOM OPTIONS

- Subsidy: Please check if you receive a child-care subsidy and attach a copy of the contract to this form. You are responsible for monthly copay and supplement charges not covered by the child-care subsidy.
- We cannot hold a class placement for any children (Infants-Pre-K) without payment of 50% tuition for each month delayed.

INDICATE PAYMENT METHOD SELECTION

- A: Pay online with credit card at BNS's Parent Portal at www.MyProcure.com (No fee for online credit card payments)
- B: Bill pay set up by you and your bank to automatically send checks made out to Beachwood Nursery School
- C: Tuition payments by check/ money order mailed to 1014 Pinewald Road, Beachwood, NJ 08722

2. School Closure

If we are mandated by the State of NJ, the Dept of Children & Families, the Office of Licensing, and/or the Dept. of Health to close our school or individual classroom(s) due to a public health emergency for a period of less than 2 calendar weeks, there will be no tuition refund. This allows us to pay our dedicated staff and maintain our school so we can quickly reopen. Our goal is to remain open to serve the families that need child care during periods of emergency health crisis.

3. Receipt of Information, Policies Agreement and Personal Guarantee to Pay

- I/We understand that each parent/guardian of the child/children enrolled at Beachwood Nursery School must sign the Parent-School Policy on an annual basis attesting that I/we are both jointly and separately liable for my/our child/children's current school year tuition and any unpaid balance.
- I/We each acknowledge, by signing below, that I/we have each read and agree to the tuition fee policy, school policies, handbook(s), and Office of Licensing Information to Parents and Policies on Communicable Disease/Medication, Expulsion, Release, Technology/Social Media, provided online at www.beachwoodnurseryschool.com/policies-procedures.
- I have received a Universal Health Form & understand it needs to be submitted annually along with a record of immunizations (or School Age Health Statement).
- In the event of a medical emergency and a responsible person cannot be reached, I authorize school personnel to give/get emergency care for my child. In the event of a community disaster, I authorize Beachwood Nursery School staff to evacuate my child.
- I/We understand past due tuitions referred to our collection agency will include collection fees not to exceed 40% of the claim amount.

**Both parents' signatures are required.

Signature of Parent/Guardian 1**

Date

Signature of Parent/Guardian 2**

Date