



Minneapolis Kids Jr. 2014-15 Letter of Agreement

Date received:

Contract period: 9/8/2014-5/21/2015

Student Information — Please submit a separate form for each child you are enrolling.

Child's Name (Last, First, Middle)	Gender	Birth Date	Starting Date
	<input type="checkbox"/> M <input type="checkbox"/> F		

Medical Information

Please list any significant medical information (include all allergies, medications and special needs):

Check if child has a current Well-Child checkup. Check if child has current immunizations.

<p>Minneapolis Kids Jr. Program</p> <p>Children need to be four years old by Sept. 1, 2014 and be able to use the bathroom independently.</p> <p>Fee: \$80/Week</p> <p>Dates: September 8, 2014-May 21, 2015, Mon-Thu</p>	<p>Locations: (please select one)</p> <p><input type="checkbox"/> Dowling — 9 am-12 pm, Mon-Thu</p> <p><input type="checkbox"/> Hale — 9 am-12 pm, Mon-Thu</p> <p><input type="checkbox"/> Lake Harriet Lower — 10 am-1 pm, Mon-Thu</p> <p><input type="checkbox"/> Ramsey — 9 am-12 pm, Mon-Thu</p>
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Parent/Guardian Information

Check if parents/guardians have two different addresses and the child spends time at each address during the week.

	Parent/Guardian 1	Parent/Guardian 2
Name:	_____	_____
Home Address:	_____	_____
City, State, Zip:	_____	_____
Employer:	_____	_____
Phone:	1: _____ 2: _____	1: _____ 2: _____
Email address:	_____	_____
Billing:	<input type="checkbox"/> Online billing to this email <input type="checkbox"/> Bill to this address	<input type="checkbox"/> Online billing to this email <input type="checkbox"/> Bill to this address

List person(s) **authorized** to pick your child up from the program (other than parent/guardian):

	Authorized Person 1	Authorized Person 2
Name:	_____	_____
Relationship to Child:	_____	_____
Phone:	1: _____ 2: _____	1: _____ 2: _____

List person(s) **not authorized** to pick your child up from the program:

	Not Authorized Person 1	Not Authorized Person 2
Name:	_____	_____
Relationship to Child:	_____	_____

Please review the Contract Terms and Policies on the back of this contract before signing.

By signing, I confirm that I have fully read, understand and agree to Minneapolis Kids Jr.'s Contract terms and policies as stated on this contract.

Parent/Guardian Signature	Date
_____	_____



Minneapolis Kids Jr. 2014-15 Contract Terms

PLEASE KEEP THIS COPY FOR YOUR RECORDS

By signing this contract for services, I agree to the following:

I understand that my child cannot begin at Minneapolis Kids Jr. until I receive a written or oral confirmation from the Minneapolis Kids main office. In order to properly prepare for staff/student ratios, Minneapolis Kids Jr. reserves the right to not accept or process any registration for up to 5 business days prior to and after the start of any session.

Billing & Fees:

1. A non-refundable registration fee of \$25 per family is charged to all first-time users.
2. All fees are prepaid. You will be billed once a month. Payment is due the first day of the month.
3. Full fees will be charged for the time you have chosen to enroll your child.
4. **There will be no refunds for absence due to illness, vacation or school closing due to inclement weather.**
5. There is no charge for days when the Minneapolis Kids Jr. program is closed. **2014-15 School Year close dates:** MEA Break; October 15-16, Thanksgiving Holiday; November 26-27, Winter Break; December 22-January 2, Martin Luther King Jr. Holiday; January 19, President's Day Holiday; February 16, Spring Break; March 30-April 2.
6. There is a \$20 charge for any returned checks. If a check is returned for insufficient funds, a new check or money order must be submitted with the \$20 processing fee added to the amount.
7. A late fee of \$1 per minute will be assessed for picking up a child beyond program session. After the third incident, services will be terminated.
8. If you wish to cancel this agreement, a dated, written notice is required two weeks in advance of the change.
9. The Board of Education reserves the right to cancel this letter of agreement at any time. In this event, you will be given two weeks notice.

Collections:

I understand that my child's enrollment will be terminated if it is in default. I will be held responsible for all costs related to collections.

Field Trips:

I give permission for my child to participate in Minneapolis Kids Jr. walking field trips within a mile of the center. I understand that Minneapolis Kids Jr. staff will supervise all field trips and I will be informed in advance of the destination and the means of transportation. A separate, signed permission slip is needed for bus trips.

Exchange of Information:

I give my consent to an exchange of information between my child's Minneapolis Kids Jr. site staff and other Minneapolis Public Schools professional staff whenever it would be beneficial to my child.

Medical Emergencies:

I give my permission to Minneapolis Kids Jr. to make whatever emergency (i.e. first aid, disaster evacuation) measures are judged necessary for the care and protection of my child while under the supervision of Minneapolis Kids Jr. staff.

In case of a medical emergency, I understand that my child will be transported to the nearest hospital by ambulance if the local emergency resource (police or rescue squad) deems it necessary. I will be responsible for the cost of the transportation and any and all medical charges.

It is understood that in some medical situations, the staff will need to contact the local emergency resources before the parent and/or another adult acting on the parent's behalf.

Insurance:

Medical insurance coverage for children is the responsibility of the child's family or guardian.

Eligibility Policy:

Children need to be four years old by September 1, 2014.

Children must be able to use the bathroom independently.



Minneapolis Kids School Age Child Care

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Forms available online at mplskids.mpls.k12.mn.us

A program of Minneapolis Public Schools Community Education



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PUBLIC SCHOOLS
Urban Education. Global Citizens.