

DAYCARE REGISTRATION, WITHDRAWAL & CANCELANATION POLICY FORM

A full JCCGV Family Membership or Single Parent Membership (Complimentary Memberships are not applicable) must be current at the time of registration and the duration your child's stay in daycare.

All registrants for daycare are required, at registration, to make a \$250 deposit to secure a space for their child in the program. **This deposit is NON-REFUNDABLE, and will be applied to the last payment if the account is current.**

Payment Schedule:

The payment schedule for daycare programs is monthly. Thereafter, your Visa/MasterCard will be charged on the 25th of the month with the 1st payment being taken the month preceding your child's first day or post-dated cheques for the 1st of each month are required for the complete fiscal year.

If payment is made in full at the time of the first installment date, a 3% discount will be given on the total amount.

If a parent registers 2 children or more simultaneously for the ECE daycares, a 5% discount will be given on lower enrollment fees.

Deposit/Cancellation/Withdrawal Policies:

If you cancel, the \$250 deposit is **not refundable or transferable** to other programs or persons. In the event that parents wish to withdraw their child from daycare, **60 days written or emailed notice is required, by the 1st of any given month.** There will be no 'pro-rates'. Only after receiving the written or emailed notice will the JCCGV refund any remaining funds, which will be calculated from the end of the 60-day notice period.

Age Requirement:

B'Raysheet Daycare – children must be at least 18 months old to attend daycare.

Yeladim and Gan Yeladim Daycares - children must be at least 3 years old by December 31st of the current year.

Some registration situations will be at the Director's discretion.

YES, I HAVE READ AND UNDERSTAND THE REGISTRATION, WITHDRAWAL & CANCELANATION POLICY:

Parent/Guardian's name: _____

Signature: _____ Date: _____

This form must be signed and returned to the daycare at the start of Gradual Entry.

Susan Hoppenfeld, Director
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