



Appleseed Child Care Centre

PAYMENT POLICY

Monthly Parent Fees

Appleseed operates on a monthly tuition based fee structure. Monthly fees are prorated based on the number of care days in a year then divided equally to provide a regular monthly parent fee despite the number of days of care each month. For school age children in before and after school programs, the number of days of school for the year are divided evenly over the course of the 10 months of school to create the regular monthly parent fee. For this reason, there is no reduction of fees for months with school breaks.

CWELCC – Reduced Childcare Fees

Appleseed is a participant in the Canadian-Wide Early Learning Child Care System program (CWELCC). The CWELCC program seeks to provide reduced fees for parents accessing childcare for children under 6 years of age by subsidizing parent fees. Fees for children under 6 are set by the CWELCC program and may be reduced further in the future according to the CWELCC guidelines. Children 6 years old and older do not qualify for the CWELCC subsidized prices and therefore pay full price for care.

<u>Toddler & Preschool Full Day Care</u>			
<u># of Days per Week</u>	<u>Program</u>	<u>Age</u>	<u>Base Fees Per Month</u>
2 days per week	Toddlers & Preschool	15 to 30 mths & 30 to 48 mths	\$190.67
3 days per week	Toddlers & Preschool	15 to 30 mths & 30 to 48 mths	\$286.00
4 days per week	Toddlers & Preschool	15 to 30 mths & 30 to 48 mths	\$381.33
5 days per week	Toddlers & Preschool	15 to 30 mths & 30 to 48 mths	\$476.67

<u>Under 6 Years - Before School Care Only</u>			
<u># of Days per Week</u>	<u>Program</u>	<u>Age</u>	<u>Base Fees Per Month</u>
1 day per week	BASP AM	JK to Gr.1 – Under 6 Years	\$44.88
2 days per week	BASP AM	JK to Gr. 1 – Under 6 Years	\$89.76
3 days per week	BASP AM	JK to Gr. 1 – Under 6 Years	\$134.64
4 days per week	BASP AM	JK to Gr. 1 – Under 6 Years	\$179.52
5 days per week	BASP AM	JK to Gr. 1 – Under 6 Years	\$224.40

<u>Under 6 Years - After School Care Only</u>			
<u># of Days per Week</u>	<u>Program</u>	<u>Age</u>	<u>Base Fees Per Month</u>
1 day per week	BASP PM	JK to Gr.1 – Under 6 Years	\$44.88
2 days per week	BASP PM	JK to Gr. 1 – Under 6 Years	\$89.76
3 days per week	BASP PM	JK to Gr. 1 – Under 6 Years	\$134.64
4 days per week	BASP PM	JK to Gr. 1 – Under 6 Years	\$179.52
5 days per week	BASP PM	JK to Gr. 1 – Under 6 Years	\$224.40

<u>Under 6 Years – Before & After School Care Combined</u>			
<u># of Days per Week</u>	<u>Program</u>	<u>Age</u>	<u>Base Fees Per Month</u>
1 day per week	BASP PM	JK to Gr. 1 – Under 6 Years	\$56.70
2 days per week	BASP PM	JK to Gr. 1 – Under 6 Years	\$113.40
3 days per week	BASP PM	JK to Gr. 1 – Under 6 Years	\$170.10
4 days per week	BASP PM	JK to Gr. 1 – Under 6 Years	\$226.79
5 days per week	BASP PM	JK to Gr. 1 – Under 6 Years	\$283.49

<u>School Age Gr. 1 to 6 - Before School Care</u>			
<u># of Days per Week</u>	<u>Program</u>	<u>Age</u>	<u>Base Fees Per Month</u>
2 Days per Week	BASP AM	Grade 1 to Grade 6	\$120.00
3 Days per Week	BASP AM	Grade 1 to Grade 6	\$170.00
4 Days per Week	BASP AM	Grade 1 to Grade 6	\$210.00
5 Days per Week	BASP AM	Grade 1 to Grade 6	\$250.00

<u>School Age Gr. 1 to 6 - After School Care</u>			
<u># of Days per Week</u>	<u>Program</u>	<u>Age</u>	<u>Base Fees Per Month</u>
2 Days per Week	BASP PM	Grade 1 to Grade 6	\$170.00
3 Days per Week	BASP PM	Grade 1 to Grade 6	\$240.00
4 Days per Week	BASP PM	Grade 1 to Grade 6	\$290.00
5 Days per Week	BASP PM	Grade 1 to Grade 6	\$350.00

<u>Base Fees for Extra Days of Care</u>					
Toddlers	\$22/day	Under 6 Years AM Care	\$12/day	Grade 1 to 6 AM Care	\$13/day
Preschoolers	\$22/day	Under 6 Years PM Care	\$12/day	Grade 1 to 6 AM Care	\$18/day
Under 6 Years Full Day Care	\$22/day	Under 6 Years Camp – 4 day wk	\$88/wk	Grade 1 to 6 Camp – 4 day wk	\$180/wk
Grade 1 to 6 Full Day Care	\$45/day	Under 6 Years Camp – 5 day wk	\$110/wk	Grade 1 to 6 Camp – 5 day wk	\$225/wk

<u>Non Base Fees</u>					
Extra Care Request Fee	\$5/ request	Overdue Payments/ Late Fees	\$3/day	Late Pick Up Fees	\$1/minute

Invoices and Payment Dates

At the end of each month, clients will receive their monthly invoice for the upcoming month by email. Payment for the monthly invoice is due by the 1st of the upcoming month in advance of services. Alternately, clients may choose to split their payments into two equal payments and submit payment for the monthly invoice to Appleaseed by the 1st and 15th of each month by e-transfer.

Accepted Payment Methods

Appleaseed only accepts payment for the monthly invoices in the form of e-transfer. All e-transfers should be sent to the email address: appleseedccc@hotmail.com. Parents are asked to include their child's full name in the comment section of the e-transfer to ensure that their payment is applied to the correct client account.

No Fee Reductions

The monthly tuition fees are for a child's place in the program and not the child's attendance. As such, there is no reduction of fees if a child is away due to sickness (including COVID-19), vacation, extended summer vacation, statutory holidays, or personal days off. Additionally, there is no reduction of fees if Appleaseed is closed due to extreme weather, power outages, police road closures, or other extenuating circumstances beyond Appleaseed's control that would force Appleaseed to close its programs.

School Break Care for School Age Children

Appleaseed offers full day care for school age children during school breaks such as P.A days, Christmas Break, March Break, and during the summer break. Registration for these days or weeks can be done by contacting the Appleaseed office by email to request care.

Overdue Payments/Late Payment Fees

If a client fails to submit payment by the 1st of each month, or the 1st and 15th of each month, a late payment fee will be applied to the client's account at \$3 per day until the necessary payments have been paid. Failure to regularly pay the required fees according to the established due dates may result in withdrawal of care.

Late Pick Up Fees

All Appleaseed programs close at 6:00 pm sharp. Parents should make every effort to pick up their children prior to 6:00 pm so that they are out of the building with their children by 6:00 pm. Families that remain in the building past 6:00 pm will incur a late fee penalty of \$1.00 per minute. Habitual late pick ups will result in warning and, if the late pick ups continue, may result in withdrawal of care. Late pick up fees will be added to the current monthly invoice.

Additional Days of Care

If clients request additional days of care beyond their scheduled days of care, a \$5.00 administrative "Extra Care Request" fee will be applied to their account along with fees for the additional care. The \$5.00 administrative fee will be charged upon each request per family, not for each day requested or per child. This \$5.00 administrative fee is non-refundable even if the additional care is cancelled. Cancellation of additional days of care requires a full week's notice or the client will still be charged for the additional day of care.

Permanently Withdrawing from the Program or Cancellation of Care

Appleaseed requires a full week's notice for the cancellation of additional days of care, reduction of regularly scheduled care, or permanently withdrawing a child from a program. A full week's notice is also required for cancellation of care for school age children registered for school break camps (i.e. March Break care, P.A. day care, Summer Camp care, etc.). Clients that do not give a week's notice of cancellation of care will still be billed for the registered care and the appropriate fees will still need to be paid by parents.

Registration Deposits

When registering into a program, clients will be required to submit a deposit to hold their child's spot in the program. This deposit will be applied as a prepayment to the client's first invoice. New children enrolling into an Appleaseed program throughout the year will require a \$50 deposit. Those children registering for the upcoming September will require a \$100 deposit. Deposits are refundable to clients up to two weeks prior to their child's start date in the program. Clients who cancel care with under two weeks' notice of their child's start date will forfeit the deposit - no refund will be given for the deposit.

Compliance

Clients should note that failure to abide by the Appleaseed payment policy may result in withdrawal of care and the loss of a child's spot in the Appleaseed program.