

Mustangs Child Care

Fee/Billing Policies 25-26

Hours of Operation:

- ✓ The child care center is available throughout the year, Monday-Friday, 6:30 AM-5:30 PM for children ages 6 weeks up to school age. The before/after school program is available on days when school is scheduled to be in session for school-aged children.
- ✓ The all-day children will be provided breakfast, an AM snack, lunch, and a PM snack; this applies to the school-aged children on no school days as well. There is no additional charge for food at this time.

ALL-DAY RATES:

**Child Care Assistance is available, please inquire.*

***Upon child's birthday if category changes, rate will be adjusted for next billing cycle.*

| <u>Age</u> | <u>Full Day</u> (up to 10 hrs/day) | <u>Half-day</u> (up to 5 hrs/day, limited spots avail.) | <u>Drop-In</u> (no schedule by 5:30 PM Wed prev.) |
|---|--|--|--|
| 0-2 yr | \$40/day | \$20/day | \$40.00/day |
| 2-4 yrs | \$40/day | \$20/day | \$40.00/day |
| Before/After School Program & School Aged | \$5/hour | \$5/hour | \$5/hour |

****Rates are subject to change****

- If any child is **not picked up by 5:30 PM**, there will be a **\$10.00** late fee assessed.

Before School Program (school age children): 6:30 AM – 8:00 AM; the children will be walked to the school for breakfast before the start of school.

After School Program (school age children): 3:20 PM – 5:30 PM; the children will be fed a snack around approximately 3:30 PM. At this time, there is no charge for the afternoon snack, except for adults who will be charged \$1. Children may be split between the school and center each day after school (see Parent Manual for details)

- \$5.00/hr for the school age children, year-round.

Late Starts/Early Outs:

- If school is delayed, children may stay at the center at \$5.00/hr. Breakfast will be served at the center.
- If school is **cancelled**, staff will be in contact with families as to whether there is *enough staff for extra children to stay the entire day, or if the center will be closing for the day.*

- If enough staff is available at the center in order to maintain ratios, school age children may stay at the center for the day. Lunch & snacks would be served to them as well.

Please call the center for more information on days like this. 712-272-4147

- There are six **1:15 PM early out days** this year; rate of \$5.00/hr applies.
 - Early Outs: Oct 17, Nov 26, Dec 23, Mar 20, April 1, last day of school (May 19)
 - No School(Center Open): 9/24, 10/27, 11/10, 12/26-12/31, 1/2-1/5
2/16, 3/27, 4/2-4/6, 4/20

Drop-Ins: Children who do not contract for time by Wed @5:30 PM the week prior.

Billing: Children who **DO NOT** attend for contracted days and times **WILL BE** charged for their contracted time.

- ❖ To help us staff accordingly, schedules will be due each Wed by 5:30 PM for the following week. If you do not turn your schedule in on time you will be charged the drop-in rate (see bottom of prior page) for that week, and you may forfeit your spot if there are other kids on the waiting list.
- ❖ ***If a child is contracted, but does not attend, the family will still be billed for that day.***

Every Wednesday by 5:30PM schedules will be due for the following week.

- ❖ We ask that all families turn in a schedule to let us know days your child will or will not attend. Likewise, if your child is a drop-in & only there a few times per week or month, we ask that you inform us of days you know they will be present. This is especially true on no school days, it is imperative that we know numbers so we can staff and plan food accordingly. ***If you do not let us know, you will be charged the drop-in rate if there is a spot available for your child.*** Our phone number is: 712-272-4147.
- ❖ We hope that daily rates help families budget their weekly daycare bill. If you need help figuring out your apx weekly daycare cost please let us know. Feel free to pay in advance.
- ❖ Accounts with balances that are NOT current may result in denying care until the account is made current. Statements are generated each Friday and due by the following week.
- ❖ **The daycare can be run like the school lunch program. You may deposit funds into your account to operate on a positive balance and deduct as you are charged for services.**
- ❖ Account summaries are available via the SmartCare app or web portal, or call the school at 712-272-3324 for a current balance.
- ❖ Payments may be left with Jami Sievers in the central office at the school; at the daycare center in the schedule/payment drop box; or made electronically via ACH/debit/credit card through the SmartCare system. Reminder that payments via ACH help keep costs lower!
- ❖ ***We are an approved Child Care Assistance provider; if you need assistance or would like more information please contact us!***

If you agree with the above policies and fees please sign and date below:

Print Name

Sign Name

Date

Updated: 7/29/2025