



ENROLLMENT AGREEMENT

____ New Customer ____ Revised Agreement (Date: _____) ____ Withdrawal Date (_____)

Child's Full Name: _____ Child's Age: _____

Child's Date of Birth: _____ Child's Gender: _____

Child's Full Name: _____ Child's Age: _____

Child's Date of Birth: _____ Child's Gender: _____

(1) Parent/Guardian: _____

Home Address: _____ Email: _____

Street City State/Zip: _____

Employer: _____

Work Address: _____

Home /Cell Phone Number: _____ Work Phone Number: _____

Alternative Number: _____

(2) Parent/Guardian: _____

Home Address: _____ Email: _____

Street City State/Zip: _____

Employer: _____

Work Address: _____

Home /Cell Phone Number: _____ Work Phone Number: _____

Alternative Phone Number: _____

Please check the boxes below marking which days your child will attend Future Explorers Academy:

<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
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Please initial each box below memorializing your agreement that you have read our policies below and your agreement to adhere to all policies and procedures at Future Explorers Academy.

- _____ Academy Hours are from 6:00 am to 6:30 pm. The following meals are included in your tuition cost: breakfast, lunch and 3 snacks.
- _____ The Academy will be closed on the following holidays:
 - New Year’s Eve
 - New Year’s Day
 - Memorial Day
 - Independence Day
 - Labor Day
 - Thanksgiving Day
 - Day After Thanksgiving
 - Christmas Eve
 - Christmas Day
 - Day after Christmas
- _____ Vacation: Upon a family’s 6-month anniversary, we offer (1) week off for vacation per calendar year. Terms: This is only applicable for an entire week, and it must be Monday-Friday. There will be no discounts given for any vacations less than 1 week.
- _____ A non-refundable Registration Fee of \$250.00 is payable upon signing this Enrollment Agreement.
- _____ A non-refundable Supply Fee of \$200.00 is payable upon signing this Enrollment Agreement
- _____ Annual Registration Fee of \$175.00 is due every year on the first business day after, August 1st.
- _____ Annual Supply Fee of 200.00 is due every year on the first business day after June 1st.
- _____ The current tuition rate for your child is _____ based on their age group. This tuition rate will fluctuate based on your child’s age. Pricing Schedule Below as of October 1, 2023.
 - 6 weeks to 12 weeks-\$365 weekly/\$1460 Monthly
 - 1 to 2 years of age- \$350 weekly/\$1,400 Monthly
 - 2 to 3.5 years of age: \$335 weekly/\$1,340 Monthly
 - 3.5 to 5 years of age: \$320 weekly/\$1,280 Monthly
 - Kinder Readiness: \$310 weekly/\$1,240 Monthly
 - Before&After School:\$250 weekly/\$1,000 Monthly
 - Before School Only: \$75 weekly/\$300 Monthly
 - After School Only: \$200 weekly/\$800 Monthly
- _____ Your first Tuition payment will be due on your child/s first day of school. Depending on your child/s initial start date your Tuition will be pro-rated for the days of attendance for that month. After that all Tuition payments will be drafted on the first Friday of Every Month for the full amount listed above based on your child/s age.
- _____ Tuition Payments: Parents will have the option of paying Tuition by ACH (no transaction fee) or via credit card and a 3% transaction fee will be assessed.
- _____ Tuition Increases: Periodically, Future Explorers Academy may institute increases in Tuition and/or other fees. Such increases shall not affect the other terms contained in this Agreement. All other terms shall remain in full force and effect. The only parties who are not subject to tuition rate changes are our Founding Families.
- _____ Failure to Pay Tuition or Returned Payments:
 - Late Fee: If tuition is not paid for the children related to this agreement by the following Monday upon the above outlined draw date, a \$40 late fee will be assessed daily for up to 3 days. After the expiration of 3 days, your child will not be allowed to return to Future Explorers Academy until Tuition has been paid and full. Additionally, camera access will also be disabled.
 - Returned Check: If your ACH payment is returned, we will assess a \$50 return fee on your account/tuition.

_____ Late Arrivals: Future Explorers Academy closes at 6:30 pm. \$1.00 per minute is charged for the first 15 minutes (6:31pm to 6:45pm). \$2.00 per minute is charged for the second 15 minutes (6:46pm to 7:00pm). Every attempt will be made to contact a child’s parent/s and the provided emergency contact if a parent fails

to arrive, but Child Protective Services (CPS) must be called after 7:00pm. If your child is not picked up by 7:30 pm, Future Explorers Academy is required to contact the proper authorities. Parent/Guardian will be required to pay the outstanding invoice prior to the child's next day of attendance. An invoice will be sent via My Orbit App or via email.

- _____ Drop Off/Pick up by Other Parties: The parents/guardians whose names appear on the first page of this Agreement acknowledge and understand that Future Explorers Academy MUST receive the following 24 hours prior to your child/children being picked up by an authorized individual:
 - 1) Parents must complete the authorized pick-up form and provide Future Explorers Academy
 - 2) We must receive the front and back of the individual's driver's license and phone number.If Future Explorers Academy does not receive the completed form and the required identification. Future Explorers Academy reserves the right to not release the child/children to anyone, but the guardian/parents listed on the first page of this agreement.
- _____ Withdrawal of Student/s: Future Explorers Academy requires one (1) month written notice to be sent to margaret@futureexplorersacademy.com to inform management of your child/s last day of attendance. Failure to provide one (1) month notice will result in an additional month of tuition being charged to adhere to our withdrawal notice period policy.
- _____ This agreement may not be altered, modified, or changed by any party other than the Managing Members of Future Explorers Academy. When and if any policy changes are made, parents will receive notification of the updated policy within two (2) weeks of implementation. Parents/Guardians will be required to sign all updated policies and procedures.
- _____ First Aid & Emergency Medical Treatment: The parents/guardians whose names appear on the first page of this Agreement hereby agree to permit Future Explorers Academy to administer first aid and/or obtain medical treatment for the child whose name appears on the first page of this Agreement in the event of any injury to the child. The parents/guardians whose names appear on the first page of this Agreement acknowledge and agree that they shall be liable for all costs incurred.
- _____ Hold Harmless for First Aid & Emergency Medical Treatment: The parents/guardians whose names appear on the first page of this Agreement also agree to pay all expenses incurred for such first aid and/or medical treatment and to indemnify Future Explorers Academy for any payments made within 5 business days of receipt of an invoice. Additionally, the signing parties agree to hold Future Explorers Academy harmless against any liability/negligence arising from or related to such first aid and/or medical treatment.
- _____ Future Explorers Academy may terminate this Agreement at any time upon written notice. Future Explorers Academy reserves the right to terminate the enrollment of any child who is unable to adjust to the academy's program.
- _____ The parents/guardians whose names appear on the first page of this Agreement acknowledge and agree that they shall be liable for all costs incurred by Future Explorers Academy arising from or relating to the collection of Tuition, Late Fees and/or Service Charges which are not paid as specified in this Agreement, including all attorney's fees and court costs. Future Explorers Academy also has the right to collect interest, charged at the legal rate, for all outstanding balances.
- _____ All parents/guardians agree that should their child(ren) be the subject of an executed, court approved custody, separation or other form of legally enforceable agreement determining the custodial status of such child(ren), they shall provide copies of all such agreements to Future Explorers Academy and shall provide to Future Explorers Academy any and all changes, amendments and updates to such agreements in a timely manner.
- _____ From time to time, we may provide additional Optional Services from an outside vendor. (i.e. dance, gym, art classes, etc.) If you choose to have your child participate, you will be responsible for any additional cost, which will be paid directly to the vendor.
- Care provided at Future Explorers Academy meets or exceeds state and local childcare requirements. You may periodically receive reports about your child's growth and development in relation to the services provided.
- _____ **Live Streaming Cameras:**
 - I hereby authorize my child to be recorded at Future Explorers Academy to utilize the Live Streaming Cameras. I understand that Future Explorers Academy will use webcams for guardian/parent online viewing only; no public viewing is available or permitted. The webcams show partial views of classrooms and playgrounds only. Parents agree to not video record or screen shot any videos of the classroom or activities as other children are in the room and capturing pictures of them is a violation of their own privacy.

- Failure to adhere to our screen capture or video recording policy may result in your video access being disabled.
- Future Explorers Academy is entitled to use any videos for training and/or security purposes.

Future Explorers Academy does not discriminate based on race, color, national origin, cultural heritage, sex, marital status, disability, religion, political belief, or sexual orientation.

Care provided at Future Explorers Academy meets or exceeds state and local childcare requirements. You may periodically receive reports about your child's growth and development in relation to the services provided.

Please refer to Future Explorer Academy's Parent Handbook and Addendum for further information regarding Future Explorers Academy's policies. Any failure to comply with the terms of the Parent Handbook or this Agreement could result in the termination of your child's enrollment.

I _____ (parent/guardian name) & _____ (parent/guardian name) have initialed and checked each applicable above box containing the policy and procedures of Future Explorers Academy. By initialing above and signing below, I/we agree to adhere to all policies and procedures as mentioned above. These four pages constitute the entire agreement (along with applicable provisions of the Parent Handbook) between the parties.

Signatures Required Below:

Signature 1

Printed Name

Date

Signature 2

Printed Name

Date

DO NOT COMPLETE THE SECTION BELOW TO BE COMPLETED BY FEA STAFF. FEA EMPLOYEE MUST INITIAL AND DATE UPON COMPLETION.

Information Entered into Database:	Payment Received	Identification/Photos Received:	Orbit App Set Up: