



## Fannin County Recreation Department After School Program Enrollment Agreement: 2022/23

Child's Name: \_\_\_\_\_

### Program Policies Contract

Fannin County Parks and Recreation Department's After School Program is not licensed by the state of Georgia nor are they required to be because of exemption. For more details visit [www.decal.ga.gov](http://www.decal.ga.gov) or call 404-657-5562. Our programs are devoted to providing a service that eases the burdens of parents and guardians while creating enjoyment and excitement in the life of all children within the program. Counselors utilize structure, organization, and understanding when working with children and parents to create a safe, fun environment for all students to develop. This contract exists to inform parents and guardians about the guidelines that the program follows to ensure low cost and high quality and to provide awareness of program policies and procedures.

### Operation:

- Hours: 3:00 PM- 6:00 PM daily

### Payment:

- The Fannin County Recreation Department After School program operates on a prepayment basis. Payment is required the session in which your child will attend. Payments are **non-transferable** and **non-refundable**.
- All participants are required to have their account paid through, cash, check auto-draft of either a debit card or credit card.
- The Fannin County Recreation Department operates on a first come, first served basis, and by filling out this contract, you acknowledge that you are reserving your child(ren)'s spot in our program. You are also aware by the nature of this agreement that we are a pre-pay service and will not provide services unless payment is made according to the After School program payment schedule. We anticipate attendance based on your own pre-payment /scheduling submissions. There will be **NO REFUNDS NOR TRANSFERS** of monies paid if you decide not to send your child(ren) to After School Program according to this agreement.

### Late Fees:

- There will be a late pick up fee of **\$1.00 per minute per child** past **6:00 PM**. We will assess all late fees on Fannin County Recreation Department, time so please make certain your clocks coincide with the Childcare clocks.
- If you are late picking your child up from the camp, then it is your responsibility to make sure that **late fees are paid that same day**. Your child will **NOT** be able to return to our program until all late fees are processed. No exceptions. Also, participants will be dismissed from the program after **3 late pick-ups**.

### Violations & Consequences of Prepay Expectation:

- Issuance of post-dated checks will not be accepted and a late fee may be applied.
- Returned checks- after 2 returned checks you will be required to make payments in cash.
- In the event that any of the above violations of prepay expectations are committed, you will be required to sign a "Failure to Prepay Notification" and **immediate payment** will be required in the form of cash or money order, which may include a **\$25 returned check fee**. Your child may continue to participate in the Childcare program when payment is satisfied. The **4th offense** will result in your child's termination from the program.

**Withdrawal Policy:**

The Fannin County Recreation Department operates on a first come, first served basis, and by filling out this contract, you acknowledge that you are reserving your child(ren)'s spot in our program. There will be NO REFUNDS NOR TRANSFERS of monies paid if you decide not to send your child(ren).

You may withdraw your child (ren) by notifying us two weeks in advance and by completing our withdrawal form. *Please note*-You will be responsible for all fees until your child (ren) have been withdrawn.

**Babysitting:**

Soliciting counselors for personal childcare use outside of Fannin County Recreation Department’s Program is prohibited.

**Certifications:**

Physical activities

I give permission for my child to participate in physical activities that may include but are not limited to running, walking, hiking, a variety of age appropriate games, outdoor exercise, and games involving equipment accompanied by Fannin County Recreation Department’s After School personnel.

Transportation to and from fieldtrips, ballfields, gym and After School house.

I give permission for my child to participate in and to be transported to field trips, to and from school, educational excursions and other program sponsored activities while under proper Fannin County Recreation Department’s program personnel at all times. I will be given notice for each off-site field trip. Off-site field trips and all transportation of children will meet Fannin County Parks and Recreation’s program standards expressed in the After School Program Handbook.

Photographs/videotape

I give permission for my child to be photographed and videotaped in the center and during the program functions and field trips. I understand that photographs/videos may be taken by After School staff or by other parents/guardians. This includes photographs/videotape for promotional purposes.

**Parents Responsibilities:**

I, certify that I have read, understand, and accept all f the terms and conditions described in this agreement.

I, have received, read, and understand the Fannin County Recreation Department Parent Handbook and the policies found therein.

Date: \_\_\_\_\_

\_\_\_\_\_  
(parent/guardian signature)

Director/Supervisor’s Signature

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