

Kiddy Karousel Childcare Center
3920 13th Ave.E.
Hibbing, MN 55746 (218)263-7450 FAX
(218)2634000

Toddler Policies - Effective 8/1/2017

1. Part-time children will be accepted as long as the number in the room does not exceed ratio guidelines.
2. Parents are responsible for providing a change of clothes and all supplies necessary for diapering.
3. Maintaining staff/child ratio is very important to us. Please provide your child's teacher with a schedule whenever possible. If your child is unable to attend on one of those scheduled days, please notify us. If you are in need of care on a day that you are not scheduled, you

may call us to see if we have room that day to take your child.

Parent Statement:

I fully understand and agree to abide by the Kiddy Karousel Toddler Room Enrollment Policies.

Parent Signature _____

Date _____

Administrative Signature _____

Kiddy Karousel Childcare Center 6 3920 13th Ave. E.

Hibbing, MN. 55746

(218)263-7450 FAX (218)263-7000

Payment Procedures and Policies

Methods of Payment

Private Pay: The parent pays all childcare costs. Preferred payment is to have an active credit or debit card on file. Payments are due every two weeks. Please have your card number available upon registration.

Sliding Fees: A portion of childcare costs are paid by St. Louis County. The amount owed bi-weekly to Kiddy Karousel from the parent is based on income and determined by the County.

County Voucher: The County pays all childcare costs directly to Kiddy Karousel. It is the responsibility of the parent to sign a voucher bi-weekly before the date it is to be submitted to the County for payment.

- * Children in attendance at the center for less than one hour per day will be charged for one hour of care.
- * Nursery School tuition is due by the 1st of each month.
- * Sliding Fee payments are due bi-weekly.
- * Private pay fees for infant, toddler, day care and school age, are due weekly until credit is established. Thereafter, accounts may be paid bi-weekly.
- * Accounts reflecting a balance at the end of each month will be billed. A billing fee of \$30.00 and a finance charge of 1.5% of the total past due amount will be assessed.
- * Failure to maintain required paperwork through the County or non-payment of Sliding Fees will result in loss of county funding.
- * A one-time \$30.00 Registration Fee will be assessed for each child.
- * A yearly Insurance Fee of \$30.00 will be charged every September. This fee will be prorated for children enrolling after March 1st.
- * If payment is not received within 5 working days of billing you will no longer be able to receive childcare services at the center.

* If account is turned over to our collection agency, any fees incurred will be added to account.

I have read the Payment Procedures and Policies and agree to abide by; them.

My child _____ is enrolled in Kiddy Karousel's

(Circle one) Infant Toddler Pre-School School Age Nursery School...

Program at the rate of: _____ E-Mail Adress: _____

Parent Signature: _____ Date: _____

Director's Signature _____ Date: _____