



The Learning Garden

Dear Parents:

I welcome your family to The Learning Garden. What I offer to you and your child is much more than just a baby-sitting service. My standards are high and I have a commitment to make this the best childcare center in the area. We have earned a great reputation over the past fifteen years and continually make improvements to keep this recognition. Children are our first priority in everything we do!

It is often difficult for working parents to balance all the responsibilities in their lives. When your child is at the center, you will receive peace of mind knowing that your child is being loved and taken care of. I will commit to each parent and child to serve him/her in a personal fashion. I will strive to meet your child's physical, intellectual, social and emotional needs.

I feel children learn best in a bright, open, cheerful environment. Keeping this in mind, each classroom has been designed through the eyes of a child. Large windows in each classroom enhance the atmosphere young children will love. Each classroom features a large play loft for inspiring children's imaginations, libraries, sand and water tables, and many different learning centers.

Your child will learn something new everyday. They will learn important values such as patience, sharing, responsibility, compassion for self and others, communication and teamwork. He/she will also learn the basics of education in our full-curriculum preschool.

My commitment to you starts with a commitment to me. For this support system to thrive, we must have open, honest communication. Please feel free to share with me your concerns or situations that can affect your child. I am always open to new ideas or suggestions in order to make the center a better place.

I am looking forward to working with you to provide the best possible care for your child.

Welcome to The Learning Garden Children's Center!

Please feel free to call me if you have any questions at 888-6171.

Yours truly,
Calee Gould
Owner

LEARNING THROUGH PLAY

At The Learning Garden, we understand that children learn best through play. Activities are selected based on developmental readiness to encourage and challenge children. The goals of our staff are to involve the children in learning experiences that are both interesting and fun and to allow them daily opportunities to explore the world around them. We hope to encourage self-confident, inquisitive learners!

We begin with age-appropriate environments for children. There is an endless assortment of toys, books, and blocks for children to play with and to engage their interests. Children learn through encouragement and attention. Our teachers will foster independence and growth in each child, focusing on the joy and challenge of the child doing it them self. Our mission is to help children learn and grow while they share their day with us.

New concepts are continually introduced throughout the day. Our premise is that learning occurs naturally. Through fun, learning can be easy.

CURRICULUM

In addition to learning through play, the children will also be taught a weekly, theme-based curriculum program. Each week is designed around a subject, with related concepts and skills woven in to it. Specific skills and ideas will be introduced each week, such as letters, colors, and character education. The curriculum programs will be based on a whole-child philosophy. Materials used address all aspects of development: social, emotional, cognitive, and physical. We also use a phonics program called Zoophonics. Children will have fun learning their letter sounds through animals, movement, and sound. We start this in the one's classroom and continue through pre-school.

GENERAL RULES

ENROLLMENT FEE: There is a non-refundable enrollment fee of sixty dollars (\$65) for one child, eighty dollars (\$85) for two children, and one hundred dollars (\$110) for three children to reserve a spot for your family. This fee is due with the enrollment form. This fee applies to all programs and schedules and is non-refundable.

SUPPLY FEE: Each September a \$60 supply fee will be charged to your account for each child. This fee is given to each classroom to help purchase new items and to replace items that have been completely "loved" throughout the year.

PAYMENTS: Tuition is billed on a bi-weekly basis. Payment is due every other Monday and is paid 2 weeks in advance. If the date for tuition falls on a weekend or a holiday, payment is expected the following day. There will be a \$10 late fee assessed to your account each day following the tuition due date. The late payment fee also applies for monthly account payments received after the due date. After 3 days, your child may not return for care until your account is brought current - including all late charges. You will still

be held accountable for a two-week notice if you choose not to pay. If you make arrangements and carry a balance, \$25.00 per week will be applied to your account. If your account is brought to small claims court, an additional \$250.00 in administrative charges will be applied to your account.

TUITION EXPRESS: Parents can sign up for Tuition Express and have their payments withdrawn automatically from their checking account. You no longer need to worry about remembering to make your payments on time and will avoid late fees! If you choose **not** to sign up for Tuition Express there is a \$5.00 fee each billing cycle.

VACATION: After a child has been here for six months, families are eligible for up to one week of vacation per year (five days for full-time/part-time children will earn credit based on the number of days they are enrolled per week) without tuition charge, provided that The Learning Garden Children's Center is notified in writing at least **two (2) weeks in advance**. This vacation time does not accrue and must be used each year.

You may not use your vacation credit as part of your two-week notice.

There will be no refunds, deductions, or allowances from the total tuition due to a child's absence, withdrawal or suspension except as provided in this agreement

LATE PICK-UP: There will be a charge of five dollars (\$5) for every 5 minutes you are late PER CHILD for pick-ups after 6:00 PM until 6:30 PM. After 15 minutes, the charge will be increased to two dollars (\$2) per minute up to one hour. After one hour, if attempts to reach the parent and/or emergency contact by telephone fails, and there is no notification to The Learning Garden Children's Center by the parent concerning lateness, local authorities will be called.

RETURNED CHECKS: A charge of twenty-five (\$25) will be assessed for any returned checks.

PROCESSING FEES: There is a 2.8% processing fee for the use of Credit/Debit cards per transaction.

HOLIDAYS: We are closed the following holidays. There are **no tuition credits** for these days. If a holiday falls on a weekend, we will observe the federal holiday.

The learning Garden Children's Center reserves the right to close on any given day at our discretion, ensuring we prioritize the well-being of our staff and the needs of our operations. This includes surrounding days of the holidays listed below. Tuition will be billed as normal and is non-refundable.

September – Labor Day
November - Thanksgiving & Day after
December – Christmas Eve & Christmas Day
January – New Year's Eve & New Year's Day
February – President's Day
May – Memorial Day
July – Independence Day

WRITTEN NOTICE: At least **two (2) weeks advanced written notice** is required when:

You wish to use allotted vacation days

You wish to terminate services.

There will be no refund for early withdrawal.

Child care sickness policy

At The Learning Garden Children's Center, the health and safety of all children, families, and staff is our top priority. To ensure a clean and healthy environment, we have established the following sick policy.

Symptoms and Illnesses

Children exhibiting any of the following symptoms or conditions will not be allowed to attend the daycare and may be asked to leave if symptoms develop during the day:

- Fever of 100.4°F (38°C) or higher
- Vomiting or diarrhea
- Persistent coughing or difficulty breathing
- Unexplained rash or skin irritation
- Pink eye (conjunctivitis) or other eye infections
- Excessive fatigue or inability to participate in regular activities
- Contagious illnesses (e.g., strep throat, flu, chickenpox, COVID-19)
- Any other symptoms indicating the child is unwell

Returning to the Daycare

Children may return to the daycare under the following conditions:

1. **Symptom-Free for 24 Hours:** The child must be free of fever, vomiting, diarrhea, and any other significant symptoms for at least 24 hours without the use of medications (e.g., fever reducers).
2. **Medical Clearance:** For certain contagious illnesses, a doctor's note may be required to confirm that the child is no longer contagious and is safe to return.

Notification

If your child becomes ill during the day, a parent or guardian will be contacted immediately and is expected to pick up the child within 1 hour. Please ensure that emergency contact information is always up-to-date. If a child has 3 diarrheas, parents will be called to pick up. A courtesy call will be made after the second occurrence.

Preventative Measures

To help maintain a healthy environment:

- Teach your child proper handwashing techniques.
- Do not bring your child to daycare if they have been exposed to a contagious illness.
- Notify the daycare promptly if your child is diagnosed with a contagious condition so that we can take appropriate precautions.
- Keep siblings home to help prevent the spread of illness

By adhering to this policy, we aim to keep everyone in our daycare community healthy and safe. Thank you for your cooperation!

Integrated pest Management (IPM) Plan & Pesticide Policy

To ensure the health and safety of children and staff by minimizing exposure to pesticides while effectively managing pests.

Guidelines

- **Integrated Pest Management (IPM):** The daycare will adopt IPM practices to prioritize non-chemical pest control methods.
- **Notification:** Parents and staff will be informed in advance of any pesticide applications, including the product name, purpose, and application schedule.
- **Restricted Use:** Pesticides will be administered by Vertex Pest Control on a quarterly basis
- **Low-Toxicity Products:** Only EPA-approved, child-safe pesticides will be used.

Prevention Strategies

- **Pest Identification and Monitoring:**
 - Conduct regular inspections of the facility, including classrooms, kitchens, and outdoor play areas.
 - Identify common pests such as ants, cockroaches, rodents, and flies.
 - Use monitoring tools like sticky traps and visual inspections
- **Sanitation:** Ensure proper waste disposal, clean food preparation areas, and store food in sealed containers.
- **Maintenance:** Seal cracks and crevices, repair leaks, and maintain screens on windows and doors.
- **Landscaping:** Keep outdoor areas free of standing water and overgrown vegetation

Control Methods:

- **Non-Chemical:**
 - Use traps, barriers, and other physical controls.
 - Employ biological controls, such as beneficial insects, where applicable
- **Chemical:** All chemical pesticide applications will be done by Vertex

Record-Keeping

- Maintain a log of all pesticide applications, including dates, locations, and products used.
- Keep records of pest sightings and control measures implemented.

Emergency Procedures

- In case of severe infestation, consult Vertex or another licensed pest control professional

Staff Training

- Train staff on pest prevention practices and the importance of adhering to the policy

Outside Playtime Air Quality & Temperature Guidelines

Temperature

- Children will be allowed to play outside for an extended amount of time when temperatures are between 33-91 degrees Fahrenheit
- Children ages 3 years and up may be allowed outside for no more than 10-15 minutes when temps range between 33-45 degrees and 80-91 degrees
- Outside playtime will be cancelled when outside temps reach below 32 or higher than 92 degrees

Air Quality

- The Learning Garden regularly monitors the local air quality using the Idaho Department of Environmental Quality Real Time Air Monitoring website.

- When Air Quality Index (AQI) is listed as 101-150 or Orange, management will determine outside playtime for each classroom based on students present and the current environmental cause for concern
- When the Air Quality Index (AQI) is listed as above 151 or Red outside playtime will be cancelled for all children

Pesticide Policy for Daycare

1. Purpose

To ensure the health and safety of children and staff by minimizing exposure to pesticides while effectively managing pests.

2. Policy Guidelines

- **Integrated Pest Management (IPM):** The daycare will adopt IPM practices to prioritize non-chemical pest control methods.
- **Notification:** Parents and staff will be informed in advance of any pesticide applications, including the product name, purpose, and application schedule.
- **Restricted Use:** Pesticides will only be administered by Vertex Pest Control on a quarterly basis
- **Low-Toxicity Products:** Only EPA-approved, child-safe pesticides will be used.

3. Prevention Measures

- Pesticides will be applied during naptime (1-3pm daily) or after the center's open hours to ensure proper ventilation and cleaning after pesticide application.
- Maintain cleanliness in all areas, especially food preparation and storage spaces.
- Seal cracks, gaps, and other entry points to prevent pest access.
- Regularly inspect the facility for signs of pests.

4. Record-Keeping

- Maintain a log of all pesticide applications, including dates, locations, and products used.
- Keep records of pest sightings and control measures implemented.

5. Emergency Procedures

- In case of severe infestation, consult Vertex or another licensed pest control professional.

6. Staff Training

- Train staff on pest prevention practices and the importance of adhering to the policy.

Integrated Pest Management (IPM) Plan for The Learning Garden

1. Purpose

To provide a safe, pest-free environment for children and staff while minimizing the use of harmful pesticides.

2. Pest Management Goals

- Prevent pest infestations.
- Reduce reliance on chemical pesticides.
- Protect the health of children and staff.

3. Pest Identification and Monitoring

- Conduct regular inspections of the facility, including classrooms, kitchens, and outdoor play areas.
- Identify common pests such as ants, cockroaches, rodents, and flies.
- Use monitoring tools like sticky traps and visual inspections.

4. Prevention Strategies

- **Sanitation:** Ensure proper waste disposal, clean food preparation areas, and store food in sealed containers.
- **Maintenance:** Seal cracks and crevices, repair leaks, and maintain screens on windows and doors.
- **Landscaping:** Keep outdoor areas free of standing water and overgrown vegetation.

5. Non-Chemical Control Methods

- Use traps, barriers, and other physical controls.
- Employ biological controls, such as beneficial insects, where applicable.

6. Chemical Control Methods

- All chemical pesticide applications will be done by Vertex

7. Communication and Training

- Educate staff on IPM practices and their role in pest prevention.
- Notify parents and staff of any pesticide applications in advance.

8. Evaluation and Record-Keeping

- Regularly review the effectiveness of the IPM plan and make necessary adjustments.
- Keep detailed records of pest sightings, control measures, and pesticide applications.

9. Emergency Procedures

- Develop a protocol for addressing severe infestations or pest-related health concerns.

RATES/FEES

Registration fees : \$70 (1 child) \$90 (2 children) \$115 (3 children)

Summer camp fees; \$90

BI-WEEKLY TUITION RATES

INFANTS & 1'S

5 Days \$518

PRESCHOOL 2'S

5 Days \$498

4 Days \$428

3 Days \$398

2 Days \$298

1 Day \$230

PRESCHOOL 3'S & 4'S

5 days \$468

4 Days \$418

3 Days \$368

2 Days \$284

1 Day \$200

*Rates are based on the classroom your child is in, not age of the child.

BEFORE & AFTER SCHOOL

5 Days \$308

4 Days \$278

3 Days \$248

2 Days \$198

1 Day \$118

BEFORE OR AFTER SCHOOL

5 Days \$268

4 Days \$238

3 Days \$228

2 Days \$168

1 Day \$108

BREAKS/SUMMER

5 Days \$478

4 Days \$428

3 Days \$378

2 Days \$298

1 Day \$188

*includes field trips

*School out days are an additional \$30

*Gem-Prep early release Wednesdays is an additional \$15

MENU

	BREAKFAST	LUNCH	SNACK
MON	Cereal Fruit Milk	PB & J Peaches Chips Milk	Carrots Ranch Dressing
TUE	Cereal Milk	Spaghetti Rolls Green Beans Milk	Pretzel Peanut Butter
WED	Cereal Milk	Ham Cheese Rolls/Crackers Pineapple Milk	Animal Crackers Yogurt
THU	Cereal Milk	Burritos Salad Oranges Milk	Wheat Thins Raisins
FRI	Cereal Milk	Quesadilla Corn Fruit Cocktail	Graham Crackers Pretzels

Children must be here by 7:45 for breakfast. If you arrive later than 7:45, you are free to eat with your child in the center main area and bring the child to class when they are done. We have a morning snack between 9:00 – 9:30, lunch at 12:00 and afternoon snack between 3:00-3:30.

Breastfeeding Policy

We welcome mothers with a positive environment to breastfeed, pump, or bottle feed their child if they wish to do so. Mothers may store their expressed breast milk in a designated area in the center's main refrigerator or freezer. Parents should provide their own properly sealed container, clearly labeled with their name and date pumped. All staff are trained in the promotion and support of breastfeeding families, including but not limited to the storage and feeding of breastmilk.

Child Abuse and Neglect Policies

Child care workers are in a unique position to recognize victimized children. Because of this, we are legally mandated reporters of child abuse and neglect. A report of child abuse is not an accusation. It is a request for more information by a reporter who has reasonable suspicion that abuse or neglect may be occurring. A report does not mean that our employees must determine that abuse and/or neglect has occurred. In Idaho, Child Protective Services is responsible for that determination. The Learning Garden employees must fully understand their legal obligation to report suspicions of child abuse, and review the guidelines upon hire and every year of employment. The training will also cover how to respond if a child discloses. It may seem easier not to get involved and believe that someone else will eventually make the report. This “wait and see” approach can be very dangerous, even deadly, for a child who is being mistreated.

All staff and volunteers are mandated by law to report any suspicion of child abuse or neglect. Abuse may be physical, emotional, or sexual. Neglect is the failure, refusal, or inability, for reasons other than poverty, to provide necessary care, food, clothing, shelter or medical care. Staff and volunteers who report in good faith are immune from civil or criminal liability. Staff or volunteers who intentionally fail to report suspicion are subject to fines or imprisonment under the law.

If you suspect abuse or neglect, notify the director immediately. The incident will be documented immediately and the director will support you while you report. Do not discuss your concerns with anyone but the director. If the director is not available, make the report directly to the Department of Health and Welfare, and notify the director by phone, text or email that you have done so.

To prevent child abuse (including sexual abuse) and neglect, this program:

- Trains staff to avoid one-staff-one-child situations if at all possible. If scheduling requires one adult be alone with one child, the parent is always informed at pick-up or drop off.
- Design our classrooms to avoid hidden and secluded areas.
- Makes sure interactions between children and staff can be observed and interrupted.
- Uses proper names for body parts.
- Never forces children to give affection.
- Tells children that if they have questions about someone’s behavior, the best thing they can do is ask about it
- Explains that secrets can be harmful
- Requires a background check for all staff.
- Develops positive, non-judgmental relationships with parents.
- Is alert to signs of stress in parents and struggles in the parent-child interaction.
- Communicates regularly with parents concerning a child’s progress.
- Provides opportunities for parents to become involved in their child’s care.
- Models developmentally appropriate practices by allowing the parent observational opportunities to see their child interact with child care staff.
- Provides an atmosphere for parents to share their experiences and develop support systems.

Safe Sleep Policy

- Only ASTM and CPSC approved cribs and other approved sleep equipment are used. Only approved mattresses designed for the specific bassinet, portable crib or play yard that fit tightly and without gaps are used.
- Cribs are completely free of all toys, blankets, quilts, soft bedding, pillows, bumper pads, sheep skins and any other additional equipment attached to or placed above the crib.
- Bottles and Sippy cups are never used unless an infant or toddler is held or sitting upright at a table or in a high chair.
- Pacifiers may be used when:
- Breastfeeding is well – established with parental permission and with bottle-feeding infants until the infant falls asleep. Once the infant is asleep, remove the pacifier and wash it for future use.
- One-pieced blanket sleepers may be used for warmth. Swaddling is not recommended.
- Room temperature is comfortable for a lightly clothed adult
- Infants (through 12 months of developmental age and including babies of any age who cannot turn from stomach to back and back to stomach) are placed for sleep fully FLAT on their backs EVERY time they are put to sleep.
- If an infant arrives in or falls asleep in equipment other than an approved crib, the infant is promptly placed flat on her back in an approved cri
- Cribs are placed away from windows, blinds, and drapes
- Rooms have enough light for staff to easily monitor infant breathing, skin color and signs of overheating (warm, red face and/or perspiration at the hairline or on the face).
- At least one alert adult is within sight and sound of each sleeping infant.
- Lighting and sound should allow appropriate supervision (BIRTH THROUGH 12 MONTHS)
- At least one alert adult present in the room where children are sleeping. Lighting and sound should allow appropriate supervision (13 MONTHS AND UP)

We educate staff and parents about the risk factors for SIDS and SUIDS. The risk factors are posted in the infant room, and reviewed when any parent enrolls an infant. Parents are notified that there is a 20-50% increase in the incidence of SIDS when infants are positioned on their backs in one setting and on their tummies or sides in another setting.

The risk factors include:

- Infants exposed to 2nd and 3rd hand smoke
- Premature infants
- Low birth weight infants
- Infants exposed to drugs and/or alcohol during pregnancy
- Infants who are not breastfed exclusively for the first 4-6 months. This means breast milk is neither the first food fed nor the primary food for the next 6 to 8 months.
- Infants during the first month they are new to the childcare facility
- Infants not current with immunizations or unimmunized
- Infants who are not always placed fully FLAT on their backs EVERYTIME at the childcare facility and at home. Switching from back to stomach for sleep at different times significantly increases the risk of SIDS

Healthy Sleeping Policy

For healthy sleeping, this program:

- Every child sleeps on cots, sleeping bags, mats, or pads
- Individual children's bedding is stored separately - without contact with the floor or bedding of others.
- Sleeping equipment is stored separately (ex. the floor side of one mat does not touch the sleeping surface of another mat).
- Bedding is washed at least weekly and as needed.
- Three feet (36") of spacing is maintained between cots, mats and cribs. If there is no room, place children as far apart as possible and/or alternate children head to feet.

Guidance Policy

The goal of every discipline technique should be designed to help the child learn self-control and respect for themselves and others. Discipline means setting limits and guiding behavior. Discipline should be solution-oriented -- designed to help solve problems. It is important to never confuse discipline with punishment. We allow and encourage children to use language to settle disputes.

Time-outs are used as a last resort and never exceed one minute per year of age. Discipline is a very private matter for each child and should not take place in front of a group. One-on-one interaction is the method that should be used. Staff members should never raise their voices while working with the children. If you need to speak with a child move close enough to the child so that he/she can hear you use your regular voice. Yelling across the room will not be tolerated.

At no time will any physical contact or manhandling be tolerated. You may not emotionally or verbally abuse a child. Always treat children with the respect you would also like to receive. A teacher may only restrain a child to protect other children, that child, or a teacher from injuries. Forcing or withholding meals, snacks, recess, or rest will not be tolerated.

Have a positive attitude. Even if you are frustrated, remember that you are the child's teacher and that they are learning from you. Children who do not have discipline problems should get as much or more attention than those who misbehave. All children need and deserve attention.

Positive statements indicating the behavior expected, rather than a "no" without a directive is the preferred method. Our main concern is the growth and self-esteem of every child. At no time should a child be talked about in a derogatory manner. Positive techniques include:

Distraction . . . Involves changing a child's focus from an activity that is unacceptable to one that is acceptable without confronting inappropriate behavior. Examples:

- * Handing a toy to a toddler who is attempting to take another's toy.

- * Physically putting yourself between two children that are warming up to a argument or fight without even commenting on the situation.

Redirection . . . Puts the teacher in a more interactive role than does distraction.

Redirection is preventive in nature and involves anticipating problems and intervening, before they occur, with a solution. Examples:

- * Retiring the small, wheeled toys from the block corner when there are more children who want to play with them than there are toys.
- * Moving over to a child who is perched on two legs of a chair and gently setting the other two legs down on the floor as you comment on his or work.

Ignoring . . . Ask yourself: “Is this a behavior I can live with in my classroom?” If it is, ignore it! Make sure the behavior does not hurt the other child or destroy the environment and any materials.

Example:

- * Children often dump the contents of manipulative containers onto the table or floor where they are going to work. As long as materials are not broken or lost and no one was in the way, an observant teacher might let the situation pass for now and simply watch carefully to see that the toys are returned to the storage tub and shelf.

Talk-it-Over Area/Friendship Table . . .The purpose of the talk-it-over area is to help children resolve conflicts verbally and recognize when they are out of center. This area can help them regain control in a positive supportive manner, which will build upon self-control.

Inclusion Policy

Inclusion has been defined by the Division for Early Childhood of the Council for Exceptional Children (DEC) and the National Association for the Education of Young Children (NAEYC) as follows;

“Early childhood inclusion embodies the values, policies, and practices that support the right of every young child and his or her family, regardless of ability, to participate in a broad range of activities and contexts as full members of families, communities, and society. The desired results of inclusive experiences for children with and without disabilities and their families include a sense of belonging and membership, positive social relationships and friendships, and development and learning to reach their full potential.”

The Learning Garden has embraced this definition. We accept children of all abilities and will work with the families to create a safe, nurturing and learning environment for every child.



The
Learning
Garden

This agreement contains the financial terms and statement of responsibility agreed upon between _____ and The Learning Garden Children's Center to provide childcare to _____.

The hours and days agreed that the caregiver will provide care for the child(ren) are as follows:

Monday _____ a.m. to _____ p.m.
Tuesday _____ a.m. to _____ p.m.
Wednesday _____ a.m. to _____ p.m.
Thursday _____ a.m. to _____ p.m.
Friday _____ a.m. to _____ p.m.

- Please notify The Learning Garden in writing if there are any changes made to these days/hours.
- **Two weeks written notice** and approval by The Learning Garden is required before changes are made to this schedule **(including termination of care)**.

Tuition is billed on a bi-weekly basis. Payment is due every other Monday and is paid **two weeks in advance**. There will be a **\$10.00 late fee** assessed to your account **EACH additional day** following the tuition due date. If payment is not received by the fourth day, the child will not be allowed to have continued care in the center until the payment is made (including all late charges).

Parents/Guardians agree to pay The Learning Garden Children's Center according to this schedule:

We have agreed to pay \$_____ bi-weekly.

It is within The Learning Garden Children's Center's right to increase tuition as needed. By signing this contract, you agree to any and all future tuition increases.

Payments may be made by Tuition Express, check or cash. A \$25 charge for all returned checks will apply. A \$5 fee per tuition billing will be charged if Tuition Express is not used.

Statement of Responsibility: I further understand and agree that in operating this child care facility and caring for my child, The Learning Garden Children's Center shall be responsible for acting in a reasonable manner and in compliance with the legal requirements of the State of Idaho (the "Standard of Care"). However, I also understand The Learning Garden is not a guarantor of my child's safety and the risk of accidents or injury to my child cannot be completely eliminated even when The Learning Garden has satisfied the Standard of Care. I accept this risk and agree that The Learning Garden will only be liable from their failure to meet the Standard of Care, and I will not sue and will indemnify The Learning Garden against a liability for accident or injury to my child occurring under all circumstances.

As Parent or Guardian signing below, I state I have read this form and understand and agree to abide by the terms and conditions of this registration commitment to The Learning Garden. I agree to pay as per schedule and to pay for any late fees or overdraft fees as deemed necessary by The Learning Garden. I agree to discuss any problems with The Learning Garden as they arise.

Parent/Guardian Signature: _____ Date _____
Parent/Guardian Signature: _____ Date _____

Automated Payment Processing



Safe. Convenient. Easy.

We are excited to offer the safety, convenience and ease of Tuition Express®—a payment processing system that allows secure, on-time tuition and fee payments to be made from either your bank account or credit card.

ELECTRONIC FUNDS TRANSFER AUTHORIZATION FOR BANK ACCOUNT AND CREDIT CARD

I (we) hereby authorize (business name) _____ to initiate credit card charges to the below-referenced credit card account (Section A) OR, initiate debit entries to my (our) checking or savings account, indicated below (Section B). To properly affect the cancellation of this agreement, I (we) are required to give 10 days written notice. Credit union members: please contact your credit union to verify account and routing numbers for automatic payments. Check with the center for accepted credit card types.

COMPLETE ONE SECTION ONLY

SECTION A (Credit Card)

Cardholder Name	Phone #		
Cardholder Address	City	State	Zip
Account Number	Expiration Date		
Cardholder Signature	Date		

SECTION B (Bank Account)

Your Name	Phone #			
Address	City	State	Zip	
Bank or Credit Union Name	Bank or Credit Union Address	City	State	Zip
Routing Transit Number (see sample below)	Account Number (see sample below)	☐ Checking	☐ Savings	
Authorized Signature	Date			

ROUTING
NUMBER

ACCOUNT
NUMBER

CHECK
NUMBER

FOR OFFICIAL USE ONLY

Date Received

Employee Signature

800.338.3884 • procaresoftware.com

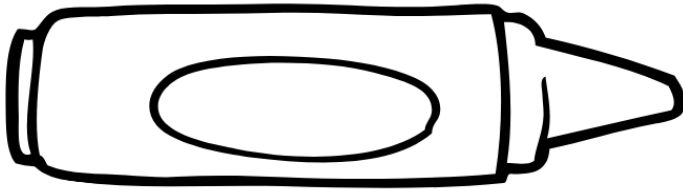
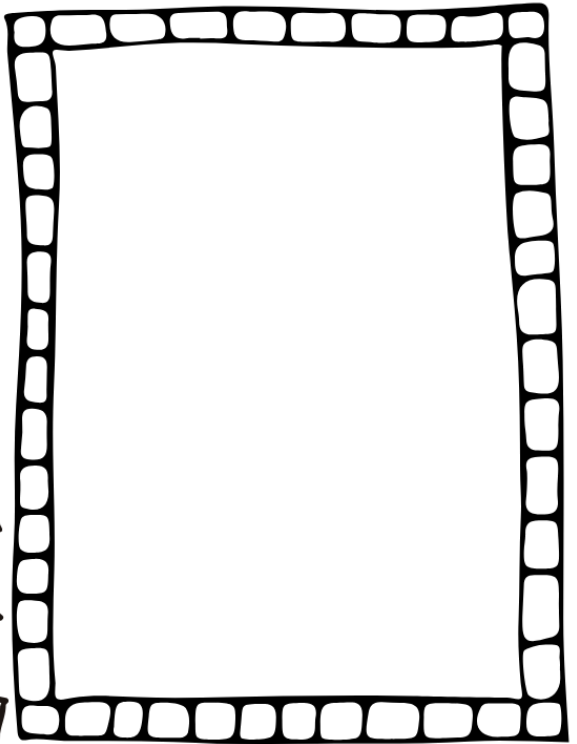
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ALL *about* ME!

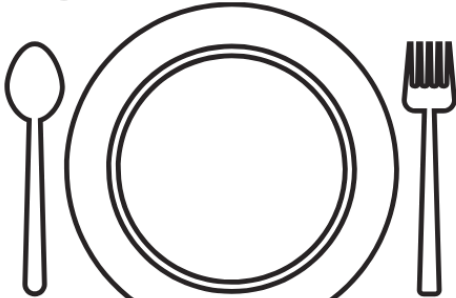
by

My favourite colour is...

This
is
me!



My favourite food is...



I'm
years old.

My favourite animal is...



My favourite TV show is...

