



Child Enrollment

Enrollment Date _____

Child Information

Child's Name _____

Date of Birth _____ Current Age _____ School Attends _____

Child lives with Both Parents Mother Father Step Mom Step Dad Guardian
 Mother has custody Father has custody Joint Custody

Are all of your child's immunizations completed in South Dakota? YES NO

Parents must provide a copy if completed outside of South Dakota and/or military prior to their first day.

Parent/Guardian #1 *(Who to call 1st in an emergency)*

Name _____

Address _____

Cell Phone _____ Email _____

Employer _____ Work Phone _____

Marital Status Married Single Divorced Widowed Other _____

Parent/Guardian #2

Name _____

Address _____

Cell Phone _____ Email _____

Employer _____ Work Phone _____

Marital Status Married Single Divorced Widowed Other _____

Emergency Contacts - Must be someone other than those listed above. They must be within a 30 minutes radius of the center as they will be called anytime we are unable to reach any of the above numbers.

Name _____ Relation to Child _____

Phone #1 _____ #2 _____

Name _____ Relation to Child _____

Phone #1 _____ #2 _____

Child's Name _____

List any allergies _____

List any existing medical conditions, medications, and/or special attention your child requires.

Are you concerned about any developmental delays with your child? _____

Has your child had a negative experience at a previous daycare? _____

Do you anticipate any adjustment issues? _____

Are there any meal/food issues and/or routines we need to be aware of? _____

How does your child express anger or frustration? _____

Does your child have any special fears? _____

Does your child have any comforting techniques when upset? _____

What hobbies/activities does your child enjoy? _____

What would you like us to know about your child? _____

Please list all allowed to pick up your child without notice.

1) _____ 2) _____

3) _____ 4) _____

5) _____ 6) _____

7) _____ 8) _____

Child's Name _____

Field Trips

I give permission for my child to attend all off-campus field trips. These field trips are communicated to parents prior, they could include but not limited to:

- Parks
- Gyms
- Schools
- Sledding
- Roller Skating
- Zoo
- Museums
- Movies
- Swimming Pools
- Ice Skating
- Farms
- Amusement Parks

Parent Signature _____

Transportation Authorization

I give permission for my child to be transported in a vehicle or bus by Kids Club.

Parent Signature _____

Inconvenience Fee (School Year)

I understand there is an Inconvenience Fee that will be assessed on days that my child does not need to be picked up after school and I fail to communicate to daycare that my child will not attend that day. I also understand that it needs to be communicated to daycare via Procure so it is in writing. The rates increase with the frequency and are indicated on your signed contract.

Parent Signature _____

Photos

Photos of my children may be used on our Facebook page which is open to the public.

Parent Signature _____ Date _____

Emergency Treatment

I hereby give permission for my children to be given emergency treatment by an employee of Kids Club and by a treating physician/emergency room. I also give permission for my child to be transported by vehicle or ambulance to an emergency center for treatment and agree to hold harmless Kids Club and it's employees.

Parent Signature _____ Date _____



Contract

This contract is between _____
who is/are the parents/guardians of the following children

1. _____ 2. _____ 3. _____

And Kids Club 800 E Ryan Drive, Tea, SD 57064

Rates:

Enrollment Fee Per Family	\$ 40/family
School Age School Year Weekly Rate (2024 - 2025)	\$ 120*
Daily Drop-In	\$ 30 (School year) \$45 (No School Days Summer)
Sick Child Pick Up Late Fee After 1 Hour	\$ 20/every twenty minute
Late Pick-Up Fees	\$ 3/minute Each minute until the family exits the building
Insufficient Fund Fee	\$ 35/Each
Inconvenience Fee	\$20 1st time, \$25 2nd time, \$30 3rd and each reoccurring time
Summer Programming Fee	\$125 due upon summer enrollment billed annually for all participants
Going into kindergarten and up	\$ 240 going into kindergarten

* \$7 each day attending no school days Dec 23 2024 thru Jan 2025, and February 24 - 28, 2025,
Other non-school days are included in weekly tuition.

Tea Outdoor Season Pool Pass or WWW passes are required and must be paid prior to our 1st day of summer program.

I have received and read a copy of the Parent Handbook and agree to the information and policies. I understand and agree to the rate structure above and that it will be paid via Procure weekly from the account I provide. I also understand there is minimally one annual rate increase.

I understand a two weeks notice must be provided to end this contract regardless if my child attends or not.

_____ Parent Signature	_____ Date
_____ Parent Signature	_____ Date
_____ Kids Club Representative	_____ Date



2024 - 2025 School Year

Child's Name _____

School starts on Tuesday August 20th.

August 2024						
SU	M	T	W	T	F	SA
		1	2	3		
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

_____ My child will attend Kids Club this school year.
The school they attend is: Legacy Venture Frontier

They normally will attend (please circle the appropriate)
AM ONLY PM ONLY BOTH AM & PM

The first day Kids Club will provide transportation **before** school is _____

The first day Kids Club will provide transportation **after** school will be _____

School Year

Rate all ages \$120/week

This includes AM, PM, all non-school days, early release and late starts with the exception of: December 23 - January 3, and February 24 - 28. There will be a \$7/day charge for attending no school days during these two breaks.

I understand the importance of the Inconvenience Fee. Parents are required to communicate to Kids Club via Procure any days Kids Club if not required to pick up your child any afternoon. Parents will be billed once we have to make a call to find your child after school.

We will bill your account \$20 for the first occurrence, \$25 for the second and \$30 for the third and every time thereafter.

Parent Signature



Tea School District

No School Days 2024 - 2025

Director: Mary Konvalin

Mary@kidscluboftea.com

Tuesday August 20th	1st Day of School
Friday, August 30	Early Release
Monday, September 2nd	No School
Friday, October 11	Early Release
Monday, October 14	No School
Wednesday, Nov. 27	No School
Thursday, Nov. 28	CLOSED
Friday, Nov. 29	CLOSED
Friday, Dec. 20	Early Release
Monday, Dec. 23	No School
Tuesday, Dec. 24	CLOSED
Wednesday, Dec. 25	CLOSED
Thursday, Dec. 26	No School
Friday, Dec. 27	No School
Monday, Dec. 30	No School
Tuesday, Dec. 31	No School
Wednesday, Jan. 1	CLOSED
Thursday, Jan. 2	No School
Friday, Jan 3	No School
Monday, Jan. 20	No School
Monday - Friday Feb. 24 - 28	No School
Friday March 14	Early Release
Friday, March 28	Early Release
Thursday, April 17	Early Release
Friday, April 18	No School
Monday, April 21	No School

August

M	T	w	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	Early Release

September

M	T	w	TH	F
	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

October

M	T	w	TH	F
	1	2	3	4
7	8	9	10	Early Release
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

November

M	T	w	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27		

December

M	T	w	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	Early Release
23			26	27
30	31			

January

M	T	w	TH	F
			2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

February

M	T	w	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

March

M	T	w	TH	F
3	4	5	6	7
10	11	12	13	Early Release
17	18	19	20	21
24	25	26	27	Early Release
31				

April

M	T	w	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	Early Release	18
21	22	23	24	25
2	29	30		

May

M	T	w	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	Early Release	21	22	23
26	27	28	29	30

Reminder: We must be notified if we are not responsible to pick up your child after school. We recommend all communication go through Procure so we have proof that you sent the message. We will bill parents the Inconvenience Fee for failing to send a message. Parents will be billed once we have to send a phone call to find a child. Before we call, we will check messages one final time.

1st time - \$20, 2nd time, \$25, 3rd Time - \$30

Non School Day field trips are billed on Procure.