



trinitylutheran
worship, grow, serve, share

38900 harper avenue › clinton township, mi 48036 › 586.463.2921

Childcare and Biblical Instruction

Dear GSRP Applicant,

Trinity Lutheran Church Early Childhood Center is happy to offer childcare both before and after the GSRP classroom hours, on Friday and any regularly scheduled days off. Childcare is available from 6:30 AM – 6:00 PM, Monday through Friday in the same GSRP classroom.

Childcare is offered at an hourly rate of \$4.65 per hour. We have a minimum charge of ½ hour per day if your child attends. After the first ½ hour, fees are charged every 6 minutes or to the tenth of the hour. Minutes from morning and afternoon are combined into one charge per day. We bill on Monday for the previous week and you are given a statement of charges. Payment is due by Friday of that week. You may qualify for childcare subsidy from the State of Michigan. If this is the case, we will bill accordingly and let you know your co-pay on Monday for the week previous.

We are happy to provide care at no charge from 7:55 – 8:10 AM and from 3:35 – 3:50 PM. During this time we will provide Biblical teaching in the form of age appropriate Jesus Time activities which will include telling of the Bible accounts, songs, finger-plays, etc. We welcome all children to participate at no charge during those times. Charges will be assessed before 7:55 AM and after 3:50 PM. We hope you will choose to allow your child to participate. Trinity's mission is to make fully devoted followers of Jesus through Christ-centered care and education of children. While we cannot share the good news during GSRP classroom hours, we wanted to offer your family this opportunity both before and after GSRP hours.

If you would like to take advantage of the childcare program, please fill out the attached contract and indicate the days and hours that you will use the program so that we can plan for staffing and activities. If you would like to participate in Jesus Time only, please indicate that on the contract. You will not be charged for that time.

Sincerely,

Karen Pitters
Early Childhood Director

CHILDCARE CONTRACT FOR GSRP STUDENTS

Child Placement Contract for _____ (name of child)

I have received and read the Parent Information Booklet and agree to comply with all rules and responsibilities stated in them. I understand that compliance with these rules and responsibilities is a condition of my child's enrollment and is a part of this contract.

1. Care will normally begin at _____ o'clock and end at _____ o'clock on the following days of the week: _____

2. Care will include morning snack, hot lunch, afternoon snack if child is in attendance at the point of service. We do not provide breakfast, but will serve breakfast brought from home between 6:30 AM and 7:45 AM. You must inform us by 9 AM if your child will be not be in attendance so that we have an accurate count for lunch.

3. The current charge for care of the child named above is \$ 4.65 per hour. There is a minimum charge of ½ hour. After the first ½ hour fees will be charges to the 10th of the hour.

4. Current overtime charges are \$5.00 for every 10 minutes after 6 PM closing. The current charge for returned check is \$15.00. I understand that these charges and rates are subject to change as changes may occur from the bank. If two checks are returned from the same family, we will no longer accept checks.

5. Payment to the Provider will be made in the following manner:
By check or money order by Friday for the week previous.
Payment is considered late if not received on this day. If payment is not received by Friday at 6 PM, a late fee of \$20 will be assessed. If payment is not received by the following Wednesday at 6 PM, childcare privileges will be terminated. If you receive State assistance for childcare we will give you an estimate of your co-pay each Monday, and payment is expected by Friday.

6. I assume responsibility for the child's state of health while at TLC Early Childhood Center. I also understand that I will be notified immediately if anything unforeseen in this regard occurs.

7. No modifications can be made to this contract except in writing.

8. I understand that this is a legally binding contract, which I have read and understand.

Upon signing this agreement, the parent, legal guardian or responsible adult and the childcare facility agrees to abide by all of the provisions contained in this contract.

The parties hereto have executed this contract as of the specified date.

Parent, Legal Guardian or Responsible Adult

TLC Early Childhood Center

(Signature)

(Signature)

(Printed Name)

Karen A. Pitters

(Printed Name)

(Relationship to Children)

Childcare Director

(Title)

DATE _____

DATE _____