

# Hartley Community Daycare Center Rates: 2025-2026

## **2-Day Contract (Reserved for special circumstances only – director approval required)**

The 2-day contract is reserved only for specific cases (e.g., summer-only contracts, maternity leave transitions, school-year hybrid care) This ensures appropriate staffing and consistent classroom routines.

- **Flat Rate (All Ages):** \$125/week
- **Must be the same two days each week.**

**3 Day Contract:** Families using 3 days per week *must* maintain the same 3 days each week to receive the 3-day rate. Inconsistent 3-day schedules will be charged the 4-day rate due to the increased planning and staffing required.

- **Under 3:** \$180
- **Over 3:** \$170

## **4-Day Contract**

- **Under 3 Years:** \$195/week
- **Over 3 Years:** \$185/week

## **5-Day Contract**

- **Under 3 Years:** \$215/week
- **Over 3 Years:** \$200/week

**4-Year-Olds in School:** Must be Enrolled at HMS Little Hawks Preschool August-May

- **25.01-30 Hours/Week:** \$100/week
- **30.01-35 Hours/Week:** \$118/week/
- **35.01-40 Hours/Week:** \$134/week
- **40.01-45 Hours/Week:** \$150/week
- **45.01-50 Hours/Week:** \$175/week

**School-Age (5+):** During the School Year: August- May

- **25.01-30 Hours/Week:** \$83/week
- **30.01-35 Hours/Week:** \$95/week
- **35.01-40 Hours/Week:** \$106/week.
- **40.01-45 Hours/Week:** \$122/week
- **45.01-50 Hours + billed at an hourly rate of \$2.25/hr**

## **Summer Contract Options:**

**NO ATTENDANCE**: \$275/month for all ages. To be billed monthly on the first of the month for the months of June and July only.

**2-Day Contracts**: \$125/week-For all non school aged kids 0-4. Must have the **SAME** two days for the ENTIRE MONTH. Any changes needed will be subject to availability of staff and ratios. **Set days will be determined by the director in April based on the availability of staff and ratios.**

**School Age Summer Program**: Our summer program provides full-day care for school-age children who have completed Kindergarten through fifth grade. Current rates are \$30/day and subject to change based on field trips, transportation and staffing needs. Open-enrollment for unenrolled school aged children begins in April 2026.

### **Vacation or Weeks off:**

When care is not needed: If care is not needed for vacations, holidays, a week with a different caregiver or due to sickness you will be charged an \$80 holding fee for the week.

In the case of a newborn or the birth of a sibling, families may opt to hold their currently enrolled child's spot for one month using our **No Attendance Hold Rate of \$275/month (all ages)**. This provides time for adjustment and bonding while maintaining your child's enrollment.

- This option may be used **once per child** and is not available beyond a one-month period.
- After one month, families may opt into a 2-Day Contract (subject to availability) to ease the child back into routine and avoid behavioral challenges from prolonged time away.
- If continued care is not resumed after the one-month hold, the spot may be forfeited and offered to a waitlisted family.

*Note: While this option is also available during our summer contract season (June and July), it may be extended for maternity leave purposes throughout the year at the director's discretion. We reserve the right to limit usage to prevent misuse and ensure stability in classroom rosters.*

### **Other Added Fees:**

- \$10 fee for every 5 minutes a child is picked up after 5:30 p.m.
- \$60/day drop in fee for bringing your child on a day they were not scheduled or when they are dropped off more than 60 minutes before their scheduled time without previously making arrangements.
- \$15 Schedule Fee for late schedule or schedule change. Please see below.

### **Automatic Withdrawal:**

To ensure timely and consistent tuition payments, all families are ***required*** to enroll in our ACH payment system prior to the first day of care. Payments will be drafted automatically from the account provided on the agreed-upon schedule.

If an ACH transaction is declined or returned for any reason (including insufficient funds, incorrect account information, or account closure), a ***\$30 returned transaction fee*** will be applied to your account in addition to any applicable bank fees. Payment must be made in full, including fees, within ***two business days*** to avoid interruption of care.

Families who prefer to pay **twice a month**—on the **1st and 15th** of each month—will receive a **3% discount**.

*No other discounts apply (e.g., sibling or combined discounts have been discontinued)*

## **Delinquent Accounts & Collections**

- Failure to pay past due balances will result in dismissal from care and loss of enrollment.
- Payment Plans are ***NOT*** an option
- Any family who leaves the center with an unpaid balance will have their account turned over to collections, and the family will be responsible for all collection fees, legal costs, and associated interest.

## **Withdrawal Policy**

- Families are required to give a minimum of two weeks' written notice if they plan to withdraw their child from care.
- ***Tuition for the final two weeks is still due in full, even if the child does not attend.***
- This notice period is essential to ensure adequate staffing, maintain ratios, and prepare for enrollment transitions

## **Monthly Schedule Requirements**

- All schedules must be submitted by the 20th of each month for the following full calendar month.
- Schedules may be submitted via Brightwheel or email.
- Once submitted, schedules are considered locked-in for the month.
- Any schedule change after submission will incur a \$15 change fee.
- Late submissions will result in a \$15 late schedule fee.
- Families who consistently request last-minute changes will be assigned a fixed set schedule.
- Frequent changes or non-compliance with scheduling expectations may result in loss of scheduling privileges or dismissal.