

# KIDZONE



(Before School and After School Care) 333 Jeremiah Boulevard Charlotte, NC 28262  
Mrs. Caitlin Leopard 704-598-9665

## 2018-19 KIDZONE FINANCIAL CONTRACT

### Financially Responsible Parent/Guardian Information (please print):

Parent 1 \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_ Email Address: \_\_\_\_\_  
(Title) (First) (Middle Initial) (Last)

Parent 2 \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_ Email Address: \_\_\_\_\_  
(Title) (First) (Middle Initial) (Last)

Address: \_\_\_\_\_  
(St. Address or P.O. Box) (City) (State) (Zip Code)

### Student Enrollment (Kindergarten to 5<sup>th</sup> grade) Information (please print):

Students: \_\_\_\_\_ Grade: \_\_\_\_\_ Allergies/ Medical Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Approved Persons other than listed above who may pick my child(ren) up from NCA Kidzone: (age 16 and over)

Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Relationship to student: \_\_\_\_\_  
Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Relationship to student: \_\_\_\_\_  
Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

### **PLEASE READ:**

Kidzone is available for students in K5- 5<sup>th</sup> Grade. A 30-minute study hall is scheduled for 4<sup>th</sup>&5<sup>th</sup> grades on Monday, Tuesday, and Thursday. Due to the individual needs of the K5 – 3<sup>rd</sup> grades, we do not provide a study hall time. Each group will be given playground time weather permitting, and classroom time for group games and various indoor activities. *Please note Kidzone is not a structured program.* Our focus is more on social interaction than extended academics. Flags are used to identify grades at different locations around campus.

- **Red Flag – K5 & 1<sup>st</sup>; Green Flag – 2<sup>nd</sup> & 3<sup>rd</sup> Grades; Orange/Gold Flag – 4<sup>th</sup> & 5<sup>th</sup> Grades**

Please look for your child's flag when arriving on campus.

**Security** – It is our desire to ensure the safety of every student here at Northside.

- Students that are not picked up in car line will be brought to Kidzone for snack in the Cafeteria (B-Wing). At 3:00 students will be signed in to Kidzone care. **K5 must be picked up by 2:50 and 1<sup>st</sup> – 5<sup>th</sup> must be picked up before 3:00 or you will be charged.**
- **Once signed in to Kidzone, no one under the age of 16 will be permitted to sign a child out.** Mrs. Leopard must be notified in writing if someone not listed will be picking up your child. You may contact Mrs. Leopard at caitlin.leopard@northsidecharlotte.com or call 704-598-9665.

**School Closing:** RenWeb will be available to register your child(ren) for full day school closings. We will notify parents via email when the forms for these days are up and running. Please register as soon as possible, so that we may be able to staff accordingly. A written application is not needed for these days. Please refer to the Financial Policy for full day rates.

**STATUE OF LIMITATIONS:** A parent has 30 days to contest a child's attendance from date of billing to date of question. All statements with charges are available 24/7 on Parents web. Please review these statements regularly.

I have read, understand, and agree to comply with Northside Christian Academy Kidzone Rates, **Fees & Financial Policy contained on the reverse side of this contract.** I understand that my financial responsibility is one of the key factors in maintaining a quality Christian environment for my child/children, and that my cooperation enables Northside Christian Academy to maintain a positive Christian testimony by having necessary funds to meet its financial obligations in a timely manner. I understand that report cards, access to Parent's Web, Kidzone attendance privileges, and release of academic records may be withheld for past due or unpaid Kidzone balances.

\_\_\_\_\_  
Parent or Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or Guardian

\_\_\_\_\_  
Date

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Kidzone provides supervised care to 5K-5th grade Northside Christian Academy students before (up to 7<sup>th</sup> grade) and after school hours, school holidays, teacher workdays, Teacher Convention closings, Fine Arts Competition closings, and early dismissals, with the following exceptions: New Year's Day, Good Friday, Memorial Day, Labor Day, Thanksgiving (2 days), Christmas week, and NCA closings for inclement weather.

Kidzone Morning Care opens at 6:30 A.M. and students are dismissed to their school classrooms at 7:30 A.M. Kidzone After School Care requires a contract to attend and is provided from school dismissal until 6:00 P.M.

## 2018-19 RATES (Effective June 1, 2018)

5K – 7th	Before School (6:30 AM – 7:30 AM)	Weekly Fee ONLY	\$25.00 per week
	Kidzone PM Registration Fee		\$60 a year
5K full day – 5th	After School (3:00 PM – 6:00 PM) and Early dismissal from school	Monthly fee ONLY	\$280.00
5K– 7th	School Holidays	Pre-Registered Daily Fee	\$50.00 per day
5K– 7th	School Holidays – Drop In	Not Registered Daily Fee	\$60.00 per day

## KIDZONE FINANCIAL POLICY

**Kidzone PM Registration Fee** - \$60 a year

**KIDZONE MONTHLY ENROLLMENT:** New NCA School policy requires all students attend supervised care if dropped off early or left late. Even in an emergency, Kidzone provides that care, not the Elementary Office or the classroom teacher. As of June 1, 2018, NCA is requiring a yearly contract by all Kidzone attendees along with a \$60 Kidzone PM yearly registration. Credits will not be given for extracurricular activities such as Elementary play or school clubs.

**Kidzone AM CHARGES:** AM Charges are weekly, not daily. To avoid AM charges, students must be dropped off after 7:30 AM, or pay \$25 for that week's before school care.

**Kidzone PM Monthly CHARGES:** Kidzone after school care and early school dismissal will be billed on a monthly basis and requires a contract and registration fee. Payment will be required on the 1<sup>st</sup> of the month no later than the 15<sup>th</sup> of the month.

**Kidzone PM without a contract:** Drop ins to NCA Kidzone PM will be billed \$30 for the 1<sup>st</sup> day and given a paper contract to sign. On the 2<sup>nd</sup> day of attendance the fee will be \$75 for the week and another paper contract given to parent to sign. Further attendance will incur the monthly fee and another paper contract given to parent to sign.

**SCHOOL HOLIDAYS:** Pre-registration via Parents Web/ Web form is required for School Holiday Kidzone attendance. You must cancel your reservations in writing to [caitlin.leopard@northsidecharlotte.com](mailto:caitlin.leopard@northsidecharlotte.com) 48 business hours prior to the event to be released from the Cancellation fee of \$10.

**PAYMENTS:** Parents may access their family's account balance via the school's website [www.Renweb.com](http://www.Renweb.com). Online payments may be made on line at [NCAKNIGHTS.com](http://NCAKNIGHTS.com) / quicklinks / Online payment. Please choose NCA Fees Acctg. System to pay your Kidzone balance. Checks and Cash may be made at the AEL or NCA Business office. It is important to note your Family Id and child's name on payment. Never place cash in the drop box.

**Withdrawal:** If the Kidzone monthly fee is unpaid by the next billing cycle, the student will be withdrawn from the NCA Kidzone program. Parents will need to find alternative care for their child for after school care. Parents enrolled in the NCA Kidzone Monthly program can do a 1x withdraw per school year. Withdraw is required 10 days before the end of the month without penalty. Reenrollment to the program or Reattendance will incur a \$50 re-enrollment fee along with the regular monthly fee.

**LATE PAYMENTS:** Late payment incurs a \$10 fee per student. Access to ParentsWeb, report cards and school records may be withheld for delinquent payments.

**TAX REPORTING/RECEIPTS:** Please use your online statements through ParentsWeb or cancelled checks or cash receipts for tax reporting. Our TAX I.D. NO. is 56-0787452.

**HOLIDAYS/CLOSINGS:** We are closed New Year's Day, MLK day, Good Friday, Memorial Day, Labor Day, Thanksgiving (2 days), Christmas week, and NCA closings for inclement weather.

**LATE PICK-UPS:** We close promptly at 6:00 P.M. The late pick-up fee is \$20 per child for every 15 minutes thereafter.

**RETURNED CHECKS:** The fee for a returned check is \$29.