



Birmingham Bloomfield MONTESSORI

2025-2026 Toddler Tuition & Enrollment Contract (Page 1 of 2)

Child's Name _____ Birthdate _____ Today's Date _____

Indicate with an X below the desired Toddler Program		School Hours	Monthly Installment
<input checked="" type="checkbox"/>	Five Full Days	7:30 am-6 pm	\$2,031
<input checked="" type="checkbox"/>	Five Academic Days	8:30 am-3:15 pm	\$1,591
<input checked="" type="checkbox"/>	Five Half Days	8:30-11:30 am or 12:30-3:15 pm	\$1,311

I agree to enroll my child at Birmingham Bloomfield Montessori with the first date of enrollment on _____ and to pay the monthly installment tuition rate listed above.

I agree to pay monthly installments of \$_____, due on the 1st of each month. Tuition is due on these dates and is not refundable. If enrollment starts mid-month, I understand my tuition will be prorated. I understand that my child is enrolled in the Toddler Program from the first day of enrollment until my child transitions into the Pre-Primary program. Upon transition, tuition will be adjusted and/or prorated for the Pre-Primary program. I agree tuition is not subject to adjustment for any other reason, including but not limited to illnesses, legal holidays, in-service days, personal vacations, school calendar vacations, or school closing emergencies including lack of utilities such as power and water, severe weather or any other reason. I understand that tuition and other fees not paid may result in cancellation of my child's program.

I also agree that the following fees may apply:

Enrollment Fee: An annual enrollment fee of \$125.00 is due for all children with this Tuition and Enrollment Contract to hold your child's place for the academic year. It is NOT REFUNDABLE. All children must re-enroll for each academic year.

Early Withdrawal Policy: Early withdrawal during the academic year constitutes a breach of this Tuition and Enrollment Contract. A two-week written notice of withdrawal must be given. Tuition is still owed for those two weeks and will be prorated based on your tuition rate. In addition, a penalty of \$350.00 will be charged. This applies to all students.

Extended Absence: Tuition is not subject to adjustment because of illness, vacation/travel or extended absence, unless it is over two weeks. If the absence is over two weeks, the first two weeks' tuition is still due. Beginning on the third week and each week following, you will be charged half the tuition for that period. This guarantees the child's place upon return.

Late Pickup Charges: There is an hourly rate of \$18/hour if your child stays beyond their scheduled time (prior to closing time). This should be scheduled ahead of time for staffing purposes. **Additionally, a \$ 5.00 per minute fee will be assessed when a child is picked up after 6:00pm, payable directly to the teacher caring for your child. Please notify the school immediately if you know you will be arriving after 6:00pm.** Regular late arrivals can result in cancellation of your child's enrollment from the program.

Past Due Charges and Fees: A late fee of \$50.00 will be added to your account for past due payments. Payments more than 5 days late can result in cancellation of your child's enrollment from the program. There will be a \$ 75.00 fee for any checks that are returned to us as NSF from your bank. Any change in your child's schedule must be requested in written form and will incur a \$35.00 administrative charge. This fee will be waived if the change is an increase in hours and tuition. If Birmingham Bloomfield Montessori is forced to take action to collect any amount of unpaid tuition, then, the parent will be responsible and hereby agrees to reimburse Birmingham Bloomfield Montessori for any and all attorney's fees, filing fees, and/or costs associated with efforts made by Birmingham Bloomfield Montessori to collect.



2025-2026 Toddler Tuition & Enrollment Contract (Page 2 of 2)

Child's Name _____

Discounts: A 10% discount is given for a second child and all subsequent children enrolled in one family during the academic year. Discounts are given on the less expensive programs. A 2% discount is given if the entire Academic Year's tuition is paid prior to the start of the school year.

MEDICAL RELEASE: I hereby declare that I am the parent or legal guardian of the above-named child I give permission to Birmingham Bloomfield Montessori (BMC Education, Inc.), licensed by the Department of Human Services to secure emergency medical and/or emergency surgical treatment for the above-named child while in care. I hereby release and discharge Birmingham Bloomfield Montessori, its agents, employees, and officers, from all claims, demands, actions or judgments which the undersigned ever had, now has or may have against the school, its successors or assigned, for all personal injuries or illness, which the child named above may suffer or incur as a result of the actions of Birmingham Bloomfield Montessori or in procuring medical treatment. I certify that the child named above is in good health and free from any communicable disease or illness.

Illness: To protect all children, your child will not be accepted at the center if he/she has any of the following symptoms: a fever, a rash or eye infection that has not been diagnosed, or any diarrhea or vomiting. Children must be fever-free and vomit-free for 24 hours without the use of medications before returning to school. If your child develops any of the above symptoms while in the center, he/she will be isolated from the other children, parents will be contacted by phone, and the child must be picked up within one hour of that phone call.

Supplies: I agree to provide all food and drinks. I agree to provide naptime supplies, extra clothes and socks, diapers, wipes and any other supplies their child may need while in care. Birmingham Bloomfield Montessori will not be responsible for damaged or missing personal possessions.

Parent Handbook: I have received a copy of the Birmingham Bloomfield Montessori Parent Handbook. I have read and agree to comply with the policies contained in the Handbook which govern the terms of the Tuition and Enrollment Contract and have been given an opportunity to ask questions about the content of the Handbook. I understand that the Handbook together with the Tuition and Enrollment Contract reflects the current policies and procedures of Birmingham Bloomfield Montessori and that it replaces and supersedes any prior policies, procedures or Handbooks. I agree to conform to these policies and procedures and understand that these policies and benefits may be amended, modified, terminated or replaced by Birmingham Bloomfield Montessori. I understand that this Handbook is the property of Birmingham Bloomfield Montessori upon termination of childcare services or graduation. The Parent Handbook is available at birminghambloomfieldmontessori.com/handbook

The center keeps a licensing notebook containing a summary sheet, all licensing inspections and special investigation reports, and related corrective action plans for the last 5 years. The licensing notebook is available to parents/guardians during regular business hours. Reports from at least the past three years are available at www.michigan.gov/michildcare.

Parent Name: _____ Signature: _____ Date: _____

Parent Name: _____ Signature: _____ Date: _____