



BEVERLY HILLS RESOURCES CORPORATION
Infant Care Center / RC School
6550 & 6556 Fountain Avenue, Hollywood, CA 90028-7823
ADMISSIONS AGREEMENT/CONTRACT (2019)

Be it known that I _____ parent / guardian of _____ hereby accept and agree to comply with the following terms and conditions:

- The Enrollment** of my child is for a minimum of three (3) months and is automatically renewed every six months thereafter unless terminated by either party with an advanced 15 day written notice.
- Absence Policy:** Full fees will be paid for all absences due to sicknesses or vacations. It is the financial responsibility of the parents to pay if the Pathways, Inc. program does not pay for any absences.
- Paid Holidays:** Legal school holidays will be paid (Please see attachment).
- Guidelines for Releasing Children:** This school/center will release a child only to the parent with legal custody or to any who is authorized in writing by the parent or guardian. Photo ID is required.
- Discipline Policy:** No disciplinary action is allowed on infants. Infants need, nurturing, non-punitive and affectionate teachers. Infants will never be pressured or punished for any misbehavior.
- Biting Policy:** Children who perennially bite other children will be terminated after one month advanced notice. Perennial biters are children who bite other children without provocation.
- Fees are Assessed Weekly or Monthly and must be paid in advance on the 1st day / 2nd day of the week or 1st week of the month (Regular hours Monday-Friday 7:00 AM- 6:00 PM)**

Weekdays Full Time Morning Period Tuition (7am-6pm): INFANTS \$ _____ Per Week. PRE-SCHOOL \$ _____ Per Week.
 Weekdays Full Time Evening Period Tuition (6pm-6am): INFANTS \$ _____ Per Week. PRE-SCHOOL \$ _____ Per Week.
 Weekends Morning Period Tuition (7am-6pm): INFANTS \$ _____ Per Day. PRE-SCHOOL \$ _____ Per Day.
 Weekends Evening Period Tuition (6pm-6am): INFANTS \$ _____ Per Day. PRE-SCHOOL \$ _____ Per Day.
 Hourly Evening and Weekend tuition fee is \$ _____ / hour for the 1st child and \$ _____ / hour per additional child with a minimum of 4 hours of care. **Evening and Weekend hours must be paid in advance.**

Payments must be made during the regular school hours of 7:00 AM TO 6:00 PM.

Holiday Morning Tuition (7am-6pm): INFANTS \$ _____ Per Day. PRE-SCHOOL \$ _____ Per Day.
 Holiday Evening Tuition (6pm-6am): INFANTS \$ _____ Per Day. PRE-SCHOOL \$ _____ Per Day.

Holiday rates are fixed per day, per period (Morning Period 7am-6pm or Evening Period 6pm-6am) regardless of number of hours of stay.
There is a "one time" Registration & Admission Fee of \$ _____.

The school reserves the right to charge \$10.00 per week on Late Tuition Fee Payments. Pathways, Inc. will be billed monthly.

- Late Pick-Up Fee:** One (\$1) dollar per minute late for the first 10 minutes and **\$20 per hour** thereafter on **weekdays and evenings**. One (\$1) dollar per minute late for the first 10 minutes and **\$30 per hour** thereafter on **holidays**. If you think you will be late in picking up your child, please inform us in advance so that we can designate a teacher to stay with your child.
- A Child with High Temperature:** A child with high temperature will be temporarily excluded from the school. The parent will be notified to pick up a child with very high temperature to prevent serious medical complications (Brain Injury, Seizures, Convulsions, etc.).
- Packed Breakfast , Lunch, Dinner , Infant's Formula and Baby's Food:** Parents will bring to school nutritious packed lunch, snacks, infant formula and baby food. The school/center shall provide free regular milk and supplementary snack as needed.
- Modification of Conditions:** The parent will be notified thirty (30) days in advance in case of tuition fee increase.
- Refund Policy:** Registration fee is non-refundable. Unused tuition fee will be refunded.
- Rights of the Community Care Licensing Division: (CCR, Title 22, Se 101200):** any representative of the Community Care Licensing Division can inspect the child's records on file at the school/center at any time. The Licensing Program Analyst has the right to inspect the school facilities and all records on file at any time the LPA deems necessary.

I further certify that I have read and understood the above terms and conditions of this Agreement/Contract between myself and the Director of the Beverly Hills Resources Corporation School and Infant Care Center.

IN WITNESS WHEREOF, we have hereunto affixed our signatures below this _____ day of _____, 20____ Hollywood, Los Angeles, Ca.

 BETTY JEAN A. POTTS
 SCHOOL DIRECTOR

 BETTY S. AMORSOLO
 CEO

 PARENT / GUARDIAN

WITNESSES: (1) _____ (2) _____

Name & Signature of Financially Responsible Person: _____ SSN _____ - _____ - _____ Email: _____