

SMM+ K-8 After-School Care  
and  
Pre-K Extended Day

Policies and Procedures for Parents

Acceptance into the SMM+ program upon receipt of this signed document  
Please make a copy for your records

In consideration of my child's participation in the SMM+ After-School Care program, I agree to the following:

1. I agree to pay a non-refundable registration fee of \$50.00 per child.
2. I agree to remit each month's payment **before** the first of each month. I understand that there is a *\$10.00 late fee charged weekly* for payments *not* made as instructed.
3. I agree to personally pick up my child from SMM+, sign them out and write the time, except when I have authorized, *in writing or by email to the SMM+ Director*, alternative arrangements.
4. I agree to pick up my child *by 5:55 pm or earlier*, and I understand that it is my responsibility to provide alternative arrangements, for picking up my child, if I am unavailable. I agree to call SMM+ (407-644-6929) if I anticipate being later than 5:55 pm. *I understand that if my child is not collected by 5:55 pm, a fee of \$1.00 per minute will be charged and must be paid, in cash, at the time I sign out my child.*
5. I understand that in the event of continued late payment of fees, late pick-up of my child or for any other good cause found at the discretion of the SMM+ Director, the SMM+ program reserves the right to remove my child from the After-School Care program.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director, SMM+

\_\_\_\_\_  
Date