



Wee Care

MOTHERS DAY OUT 

WEE Care – Mother’s Day Out Ministry
Pin Oaks Christian Fellowship, 501 S. Shirley, PO Box 163, Anna, TX 75409
weecare@pinoaks.org

Registration and Fees – Policies and Procedures

Registration Fee:

This is a once a year per student fee. It is \$75 for the two day a week program and \$50 for the once a week program. The registration fee is non-refundable.

As a ministry to our families we are trying to keep the fees low. However, we want to stress the importance of your commitment to our program for the whole year. Your registration fee is your commitment to the program for the whole year.

Tuition:

This fee is calculated per child per month regardless of attendance. We charge 9 equal payments of \$125 for each child for the Tuesday-Thursday program and \$75 for the Wednesday only program. We will require your payment on the first school day of the month. Your payment in full is expected even if your child is absent. A \$10 late fee will be added if it is not paid on or before the first class day of the month.

Withdrawal:

If for any reason you must leave the program, we request a 30-day written notice. This gives the program a chance to fill your empty spot. You will be held financially responsible until a written notice is received. You will be released from financial responsibility 30 days from the date our office receives notice.

School Year:

We follow the school schedule of Anna Independent School District, starting in September on the Wednesday after Labor Day and concluding on the Friday before Memorial Day.



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Inclement Weather:

We will follow AISD. If Anna schools are closed we will not be in session and if schools open late we school will start a half an hour after Anna schools open.

Fees for Late Pick-up:

Our hours are from 9:00 a.m. to 1:15 p.m. You may arrive at class as late as you wish and pick up as early as you wish. However, your full payment is expected. And you must be prompt to pick up at 1:15. There will be a \$10 late fee charged after 1:30.

Penalty:

Any family not up-to-date on fees will be dropped after the second class day of the month not paid for. Full registration fees will apply if the family wishes to re-enter the program.

Supplies:

We do not charge a supply fee however; we ask that you be responsible for sending these items each week:

- Send a labeled spill proof type cup with your child each class
- Send a labeled backpack with a change of clothes and diapers/pull ups/wipes
- Send a sack lunch with your child daily. We will not be able to heat or refrigerate any items. Please make sure it is all kid finger-friendly.

Birthdays:

If you would like to send a birthday treat for the lunch time dessert you are welcome to do that and share with the class. Please let the teacher know in advance and ask the teacher about allergies of the children.

Drop Off:

We screen each individual that is allowed into the classroom. For that reason we ask that you do NOT enter the classroom. Make your good bye short and sweet at the door. Reassure your child that you are coming back then leave. This program is for your convenience but we ask that you do not drop off before 8:55. Our teachers are still getting ready for the day.



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Illness:

We ask that your child not come to Wee Care if he or she is sick. Anything that is contagious will put other children at risk, and if your child isn't feeling well, he or she would really rather be with Mommy anyway. If your child has had fever or has been throwing up within 24 hours please keep him or her at home.

Please do not bring your child to Wee School if he/she has any of the following symptoms:

- Fever (must be fever free for 24 hours)
- Vomiting or Diarrhea (within 24 hours)
- Unexplained Rash
- Inflamed Throat and/or Mouth
- Colored Discharge from Eyes or Nose
- Head Lice (or known exposure to head lice)
- Open Wounds without proper bandages
- Childhood Diseases (chicken pox, measles, mumps, scarlet fever, whooping cough, etc.)

Emergency:

In the event that you are involved in an emergency, please notify the director at 214.282.5416. We will remain with your child until you arrange care.

If there is an emergency at church your child's safety will be our primary concern. If we are in a lock-down-mode due to urgent conditions, your pick up time may be delayed, please be patient. We are following code to protect our children and workers. In the event of inclement weather or emergency take shelter. Your safety is important to us as well. Please trust our staff in these situations to execute the appropriate plan of action to provide safety for all concerned.