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**WELCOME TO N’Ferno**

**BEFORE & AFTER SCHOOL**

**TRANSPORTATION & DANCE PROGRAM**

**Please find enclosed the following information**

1. **Hours of Operation and Fees**
2. **General Information and Reminders**
3. **Snack Time**
4. **Students weekly after school schedule**
5. **Permission to Leave the Premises**
6. **Policies & Disclosures**

**HOURS OF OPERATION & FEES**

**Before School 7:00 am – 10:00am | After School 2:30 – 6:00pm**

|  |  |
| --- | --- |
| **After School Transportation & Activities** | **$70.00 Weekly** |
| **Before School Transportation** | **$60.00 Weekly** |
| **Both Before & After School Transportation** | **$100.00 Weekly** |
| **Non-Refundable**  **Security Deposit** | Your non-refundable security deposit will be based on your service selection.  At the completion of the school year all enrolled students Security deposit will be applied to their final week of school |
| **Weekly Rate Late Fees** | **$20.00** |
| **Late Pick Up Fee** | **$1.00 per minute after 6:05pm** |
| **Inconvenience Fee**  Failure to provide 1 hour notice of students absence or early dismissal. | **$10.00 per child per occurrence** |
| **Half Day Service**  N’Ferno will provide care service from time of early dismissal until 6:00pm | **$15.00 Per child per Occurrence**  Applied to all students who are not picked after 2 hours of early day dismissal time |

**General Information & Reminders**

* **Studio Telephone:** 410 -655 -1427
* **Meet the N’Ferno Staff:** 
  + Ms. Kaniesha - Before/After School Coordinator | beforeandafter@nfernodance.com
  + Ms. Daje’ – Accounts Coordinator | [accounts@nfernodance.com](mailto:accounts@nfernodance.com)
* **Half Day School Closings:** N’Ferno will pick up all students from school; however, ***parents will have 2 hours from school dismissal to pick up to avoid the additional $15 half day care fee.***
* **Daily Pick up time** is 6:00pm and with $1 per minute charge thereafter 6:05pm.
* **Absences / Inconvenience Fee**: Please email [beforeandafter@nfernodance.com](mailto:beforeandafter@nfernodance.com) or call 410-655-1427. If your child is absence and we are **NOT** provided **1-hour notice** prior to pick up there will be an additional inconvenience fee of $10 added to your account per occurrence.
* **Permission to leave the Premises**
* If you wish for your student to walk to the 7-11 or Dollar General during after school hours with our After School Coordinator; please sign and submit the Authorization to Leave form.

**SNACK TIME**

**! IMPORTANT NOTICE !**

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We ask that you please **provide daily snacks** for your student to eat during our daily snack time. For your convenience we have the ability to **heat/keep cold your student snack items.**

You may drop off the entire weeks snacks every Monday. We will label and store the items for each student.

**If your student is enrolled in dance classes with us please provide a light meal for them to eat before their class begins.**

**N’FERNO AFTER SCHOOL**

**Weekly Schedule**

**Before School Pick up Schedule** will be disclosed one week before the first day of school

**After School Daily Activities:**

**3:30 pm – 4:45pm Homework**

**4:45 pm – 5:00pm Snack Time**

**5:00 pm – N’Ferno Activities *\* if homework is complete***

***This schedule is subject to change at anytime***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **N’Ferno Daily Activities | 5:00 – 5:45pm** | | | | |
| **Mondays** | **Tuesdays** | **Wednesdays** | **Thursdays** | **Fridays** |
| Arts n Craft  &  Creative Designs | Hip Hop  Dance | Open Play /  Movie Time | Creative  Dance or Guest Visitor | Acro/ Tumble |

**Thank You For Your Interest in N’Ferno’s**

**Before & After Care Services**

**We hope to work with you soon!**

**Photographs:** I give permission for my child(ren) to be photographed and videoed in the center and during program functions and field trips. I understand that photographs/videos may be taken by center staff or by other parents/guardians, and I consent to the use of these photographs/videos for communication purposes, such as communication with families, N’Ferno social media and internal business communications.

[ ] Yes [ ] No

**Babysitting**

We don’t encourage private babysitting by our staff. If you hire any of our employees, however, how that works is solely between you and the employee and N’Ferno Dance Company, LLC is not responsible for those services.

**Communications**

I give N’Ferno Dance Company. LLC permission to communicate with me by telephone, text, e-mail, or other means. I understand N’Ferno Dance Company, LLC privacy policy applies to the information I provide.

**Resolving Disputes**

We do not expect any disagreements. However, we agree that, in the unlikely event we have one we can’t resolve, any dispute or claim will be submitted to nonbinding mediation before beginning arbitration, litigation, or any other proceeding. We agree to act in good faith to participate in mediation and to identify a mutually acceptable mediator. All parties to the mediation will share equally in its costs.

**Regular Schedule**

Tuition is based on the child’s regular schedule. I will be charged additional tuition if my child’s attendance increases beyond this schedule. If my child’s schedule changes in any way, I will notify the center immediately. Tuition and fees are not pro-rated for illness, holidays, or emergency closures. I agree to pay the full tuition even if my child is absent for one or more days, except for pre-arranged “reservation weeks.”

**Child Not Picked Up**

If I fail to pick up my child and I or another authorized person cannot be reached within 30 minutes after closing time, center staff may release my child to the custody of child protective services or other local authorities.

By signing below I acknowledge I have read and agree to the above policies and terms.

**Child Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Parent’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Thank You!**

In EMERGENCIES requiring immediate medical attention, your child will be taken to the NEAREST HOSPITAL EMERGENCY ROOM. Your signature authorizes the responsible person at the child care facility to have your child transported to that hospital.

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

PARTICIPANT AUTHORIZATION TO LEAVE PREMISES

In order for N’Ferno Dance Company, LLC to allow \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, the Participant (and the Minor Participant’s parents/guardians on behalf of Minor Participant and on their own behalf) to leave N’Ferno Dance Company premises at said location 9818 Liberty Rd. Randallstown, MD 21133 during registered activities: services, rehearsals, classes, special events; etc. I hereby authorize said participant to leave the premises during above activities.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ hereby waive all claims (past, present or future), release and discharge, covenant not to sue, and agree to indemnify and hold harmless N’Ferno Dance Company, LLC (as well as its officers, employees, independent contractors, affiliates and agents) from any and all liability, loss, cost, expense, claims, demands, actions, judgments and executions which the undersigned ever had, now has, or which the undersigned may have in the future, for personal injuries, known or unknown, related to, or arising out of, directly or indirectly, the activity for which the Participant may encounter during his/her travels or in which Participant is permitted to engage. The undersigned represents and agrees that this waiver and release is binding not only on the undersigned, but also upon all their respective heirs, representatives, administrators, executors, and assigns.

This release covers every possible injury or accident, whether related to the permitted activity, the equipment, the condition of the premises, or otherwise, and regardless of whether due in whole or in part to the negligence of a Releasee or other Participant. In addition, if anyone (whether a Participant, Minor Participant’s parent/guardian, or anyone else on behalf of a Participant or parent/guardian) makes acclaim against any of the Releasees despite this release, then the undersigned agree to indemnify and hold harmless, each of the Releasees from any litigation expenses, attorney fees, loss, liability, damages or cost any release may incur as the result of such a claim. Furthermore, the undersigned represent that the Participant is healthy and has no physical or mental condition that would impair Participant’s ability to safely participate in the contemplated activity.

I, in my own behalf and on behalf of the Participant, hereby warrant that I have read this form in its entirety and fully understand its contents and are voluntarily signing same. I, in my own behalf and on behalf of the Participant, am aware that this Release and Waiver releases Releasees from liability and acknowledges my voluntary and knowing assumption of the risk of injury or illness.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/ Guardian (signature) Date