



Zion Buds of Promise

Christian Academy

Day Care & Before/After Care Fees and Tuition

2022/2023

Registration Fee **FREE**

Book/Screening/Supply Fee **NON-REFUNDABLE**

- Books, developmental screening tools and all required school supplies included.
- Book bag included for 3 years and older.

Infants (6 weeks – 14 months)	\$20.00
15 Months – 23 Months	\$40.00
2 Years	\$80.00
3 Years	\$120.00
4 Years	\$160.00
5 Years	\$200.00

*** Parents are responsible for shipping charges. Shipping cost will be added to above price.***

Full-Time Tuition Charges **Weekly** **Daily**
(Between 5 and 10 hours: Breakfast, Lunch, and Snacks included)

6 Weeks – 23 Months	\$310.00	\$64.00
2 Years	\$245.00	\$51.00
3 – 5 Years	\$210.00	\$44.00

Part-Time Tuition Charges **Weekly** **Daily**
(Less than 5 hours, Breakfast, Lunch, and/or Snacks included)

6 Weeks – 23 Months	\$155.00	\$33.00
2 Years	\$145.00	\$31.00
3 – 5 Years	\$135.00	\$29.00

Before & After School Care **Weekly** **Daily**
(Early Snack and/or PM Snack included)

\$105.00 **\$22.00**

Before or After School Care **Weekly** **Daily**
(Early Snack or PM Snack included)

\$65.00 **\$14.00**

Church Membership Discount (Full Day Students ONLY)

\$10.00 off total amount due each week

- OR -

Multiple Sibling Discount (Full Day Students ONLY)

<i>2 Children</i>	<i>\$10.00 off total amount due each week</i>
<i>3 Children</i>	<i>\$20.00 off total amount due each week</i>
<i>4 Children</i>	<i>\$30.00 off total amount due each week</i>

- ❖ **Before Care Hours: 6:00 a.m. – 8:30 a.m. After Care Hours: 2:30 p.m. – 5:00 p.m.**
- ❖ **Tuition payments are not based on attendance. Tuition payments maintain your child's full-time, part-time, before/after class slot at ZBOP and will be accrued to your account weekly.**
- ❖ **Tuition will convert to Full and/or Extended Daily rates when care exceeds hours specified for lower rates.**
- ❖ **Church Membership Discount is granted upon receipt of the Membership Verification form that is mailed to the church indicated on the ZBOP Application Agreement.**

**ZION BUDS OF PROMISE CHRISTIAN ACADEMY
2022 – 2023 Day Care APPLICATION AGREEMENT**

Date: _____

Child's Name: _____

Program: Partial Day (< 5 hrs) Full Day (5 – 10 hrs)

Child's reserved class slot is: ____ Mon. ____ Tues. ____ Wed. ____ Thurs. ____ Fri. between the hours of _____ and _____ at a rate of \$ _____ per week.

I understand that Zion Buds of Promise is not a "drop in" center, that I am contracting to reserve a class slot, that the tuition rate listed above must be paid in nine (9) installments on the first business day of each month (or state-determined co-pays on the first business day of each month) regardless of attendance to maintain the class slot and that withdrawn families choosing to re-enroll must pay a re-enrollment fee.

Initials

- My payment is state subsidized. I will pay the state determined co-pay amount on the first business day of each month along with any outstanding account balance.
- My payment is not currently state subsidized, but I have applied. I will pay the full tuition amount on the first business day of each week until the state notifies me of my co-payment amount. I understand that my advance payments will be returned to me (less appropriate fees and co-payment amounts) when Zion receives my Action for Children approval letter and check covering the time attended.
- My payment will not be state subsidized. I will pay the full tuition amount on the first business day of each week along with any outstanding account balance.

Transportation Service Name, Telephone

Est. Pick Up Time

Est. Drop Off Time

I (We), the undersigned, have read and do agree to abide by the terms, conditions, and procedures outlined in the Zion Buds of Promise Christian Academy Parent Handbook.

Father or Guardian's Name (Printed)

(Signature)

Mother or Guardian's Name (Printed)

(Signature)

I (We), were recommended to Zion by: _____

I (We) are active members or regularly attend the following church:

(Church Name)

(Address)

(Pastor's Name)

(City/State/Zip Code)

APPLICATION/RECORD OF CHILD INFORMATION

Name of Child _____ Birthdate _____ Sex _____
Address _____
Date Child Received _____ Date Child Left _____

PARENT OR OTHER PERSONS(S) PLACING THE CHILD

Name _____	Name _____
Relation to child _____	Relation to child _____
Home address _____	Home address _____
_____	_____
Phone Number _____	Phone Number _____
Place of employment _____	Place of employment _____
_____	_____
Address _____	Address _____
Phone Number _____	Phone Number _____
Working hours _____	Working hours _____

OTHER PERSON TO NOTIFY IF PERSON PLACING THE CHILD CANNOT BE REACHED

Name _____ Address _____
Phone Number _____ Relationship _____

PHYSICIAN TO CALL IF CHILD BECOMES ILL OR INJURED

Name _____ Address _____
Phone Number _____ Hospital or Clinic _____

PROGRAM

Days per week _____ Hours of care _____
Rate of pay (optional) _____

Signature of parent or other person placing child

Signature of caregiver

Date

EMAIL ADDRESS(ES) FOR COMMUNICATIONS REGARDING THIS CHILD

PERSONS AUTHORIZED TO PICK UP THIS CHILD (INDICATE RELATIONSHIP)

_____ Name	_____ Relationship	_____ Phone
_____ Name	_____ Relationship	_____ Phone
_____ Name	_____ Relationship	_____ Phone
_____ Name	_____ Relationship	_____ Phone
_____ Name	_____ Relationship	_____ Phone
_____ Name	_____ Relationship	_____ Phone
_____ Name	_____ Relationship	_____ Phone

I authorize Zion Buds of Promise Christian Academy to provide first aid treatment to my child in the case of an accident. I additionally authorize Zion Buds of Promise Christian Academy, in my absence, to call emergency city services (911), and have my child transported to the most appropriate medical facility, as well as consent for medical treatment of my child at said facility. A staff person for the Zion Buds of Promise Christian Academy will accompany my child should he/she be transported to a medical facility. Zion Buds of Promise Christian Academy will notify parents/guardian immediately. As a parent/guardian, I will notify Zion Buds of Promise Christian Academy in writing of any changes in my address, employer, workdays and hours and respective phone numbers. I will also notify Zion Buds of Promise Christian Academy of any other changes in my child's student information.

I have received a copy of the Zion Buds of Promise Christian Academy Parent Handbook, Fundraiser Schedule and Guidance & Discipline Policy. I understand that Zion Buds of Promise Christian Academy is a religious based program, that religious instruction is a part of the curriculum and that all subject matter will be presented from a Christian perspective. I give consent for my child to go on walking trips through the neighborhood. I give consent for the program to photograph, videotape or film my child for promotional or security purposes. I give consent for my child to participate in prayer and in the religious instruction that is a part of Zion Buds of Promise Christian Academy's childcare program.

Parent/Guardian Signature

Date

If the child has any of the following, please explain:

Medical
problems _____

Physical
handicaps _____

Restrictions for play – outdoors _____

Restrictions for play – indoors _____

Allergies _____

Food likes _____

Food dislikes _____

Fears _____

Does the child take a nap? _____ Time _____ Length _____

Is the child toilet trained? _____

Does the child have special names for objects? (potty, cookies, drinks, etc.) _____

Does the child regularly take medication? _____ If so, what kind and directions _____

If the child is an infant, what are the feeding instructions? _____

Time _____ Amount _____ Temperature _____

Diaper changes: Powder _____ Ointment _____

Other information that will help in caring for the child

Comments:

Hours of Operation and Late Pick-Up Policy

Zion Buds of Promise Christian Academy operates Monday through Friday, unless otherwise posted. Our hours are 6:00 a.m. to 5:00 p.m. with the following start times:

- Before Care 6:00 a.m.
- Devotion 8:30 a.m.
- School Instruction 9:00 a.m.
- After Care 2:30 p.m.

At 5:00 p.m. a \$25.00 per child Extended Care charge will be assessed.

At 5:15 p.m., calls will be made to others documented on authorized pick-up lists and there will be an additional per child late pick-up charge of \$1.00 for every minute your child/children remain at ZBOP past 5:15 p.m.

All late pick-up charges are due and payable upon pick-up and will not be added to account balances. Children will not be allowed continued ZBOP attendance until late pick-up fees have been paid. If late pick-ups continue, ZBOP will have no other choice but to discharge repeat offenders from our program.

At 5:30 p.m., if we have been unable to locate parents, authorized designates or emergency contacts, children who are still in our care will be transported to Phoenix Police Department which is located one block south of our center at 625 East 151st Street, Phoenix, Illinois, 708-331-2181. Parents will have to pick children up from the Phoenix Police Department and will be subject to the laws, policies and procedures associated with child abandonment situations.

Parent/Guardian Signature

Parent/Guardian Signature

Before/After School Care Departure/Arrival Policy

Parents/guardians shall be legally responsible for making sure their school-aged children get to and from their schools safely.

Parents/guardians shall be legally responsible for selecting their school-aged children's walking routes from and to Zion Buds of Promise Christian Academy.

Parents/guardians shall be legally responsible for providing supervision that is appropriate to the student's age, maturity, and conditions that exist on the walk route.

Parents/guardians should direct walk route safety concerns to the association or law enforcement agency responsible for the specific location/area.

Plans for transporting school-aged children from and to before/after school care must be established and agreed upon in writing by parents/guardians, the school and Zion Buds of Promise Christian Academy.

Parents must sign a written consent allowing school-age children to be transported to another location or to their home where they are placed on their own supervision.

Transportation plans may include, but are not limited to:

- A) Children leaving the center to go to school;
- B) Children leaving school to go to the center; and
- C) Children leaving the center.

Parent/Guardian Signature

Parent/Guardian Signature

Guidance and Discipline Policy

Here at ZBOP, our philosophy is for each child to be nurtured in a non-threatening environment, which does not include the use of corporal punishment. Staff shall help ensure children develop self-control and assume responsibility for their own actions. Limits and consequences shall be clear and understandable to children, consistently enforced and explained to the child before and as part of any disciplinary action.

Firm positive statements about behaviors or redirection of behaviors shall be our goal. In circumstances where a child may need to be removed from the group to help a child gain control, it shall not exceed one minute per year of age. Removal from the group shall not be used for children less than 24 months of age.

Children shall not be disciplined for toilet accidents. Corporal punishment, including hitting, spanking, swatting, beating, shaking, pinching and other measures intended to induce physical pain or fear, any threatening or actual withdrawal of food, rest or use of the bathroom; abusive or profane language, or public or private humiliation, including threats of physical punishment or any form of emotional abuse, including shaming, rejecting, terrorizing or isolating a child will not be acceptable or tolerable.

Children shall have reasonable opportunity to resolve their own conflicts. Discipline shall be the responsibility of adults who have an ongoing relationship with the child.

Our goal here at ZBOP is to assure the success of each and every child. Therefore, should there be an issue to resolve, we will not only contact the parents, but we will work with the parents to develop an intervention plan. The center Director will monitor the implementation by staff and keep all parties apprised of the plan's progress.

In certain circumstances, where ZBOP has been unsuccessful in resolving the child's behavior, we will, as we will throughout this process, request assistance of the child's parents. Any program developed with the assistance of the parent will include Director, Staff and Parents monitoring the progress of this plan of action.

When efforts by ZBOP have been unsuccessful, a clinical behavior management plan may be developed to meet the needs of a particular child, if developed with the parent and a professional clinician. These efforts will be documented in the child's file, along with the appropriate consents. All staff working with the child shall receive training on implementing the plan.

Parent/Guardian Signature

Parent/Guardian Signature

2022 – 2023 Fundraiser Schedule

1.	Affy Tapple Apple Sale	September 26 – October 17, 2022
2.	Popcorn/Cookie Dough Sale	January 13 – February 3, 2023
3.	Spring Jubilee Dinner/Fashion Show	April 30, 2023

Zion Buds of Promise Christian Academy will sponsor fundraisers during the school year. This is a shared responsibility that all ZBOP families are urged to participate in, selling a minimum amount that will be established for each event. Fundraisers generate monies that are used solely for the purpose of improving our facility, curriculum, and equipment.

Families who choose not to participate in any fundraising efforts will have a \$40 family fundraiser allotment amount added to their account for each fundraiser missed. Unpaid allotments will result in outstanding account balances which will affect report card/progress report distribution, standardized test score distribution, graduation participation and, possibly, school attendance.

Parent/Guardian Signature

Parent/Guardian Signature

Zion Buds of Promise Christian Academy

2022 – 2023 Calendar

Key: School Closed Report Cards/Progress Reports Early Dismissal School Break/No Uniforms

First Day of Academic School Year	August 22, 2022
No School (Labor Day)	September 5, 2022
Open House	September 12, 2022, 5:30 p.m.
Affy Tapple Sale	September 26 – October 17, 2022
K3 – 3rd Grade Report Cards Distributed (1st Term)	October 7, 2022 (29 days)
No School (Indigenous/Columbus Day)	October 10, 2022
Fall Parent/Teacher Conferences	October 17, 2022
4th – 6th Grade Report Cards Distributed (1st Quarter)	October 28, 2022 (43 days)
Hallelujah Day	October 28, 2022
No School (Veterans Day)	November 11, 2022
K3 – 3rd Grade Report Cards Distributed (2nd Term)	November 18, 2022 (28 days)
3:00 p.m. Dismissal (Thanksgiving Eve)	November 23, 2022
No School (Thanksgiving)	November 24 – 25, 2022
Christmas Program – 6:30 p.m.	December 9, 2022
Winter Break - Grades Not Recorded /Non-Uniform Days	December 19 – 30, 2022
No School (Christmas)	December 23 – 26, 2022
No School (New Year's)	January 2, 2023
Candy/Popcorn Sale	January 13 – February 3, 2023
No School (MLK Day)	January 16, 2023
Science Fair Judging (K4 – 6 th)	January 17, 2023
K3 – 6th Grade Report Cards Distributed (3rd Term/2nd Quarter)	January 20, 2023 (32 / 46 days)
Science Fair Awards Ceremony	January 20, 2023, 6:00 p.m.
Movie Night	February 3, 2023, 6:00 p.m.
Valentine's Day Party	February 14, 2023
No School (Presidents' Day)	February 20, 2023
Black History Month Program	February 24, 2023, 6:00 p.m.
K3 – 3rd Grade Report Cards Distributed (4th Term)	March 3, 2023 (28 days)
Spring Parent/Teacher Conferences	March 20, 2023
4th – 6th Grade Report Cards Distributed (3rd Quarter)	March 31, 2023 (44 days)
No School (Good Friday)	April 7, 2023
Spring Break – Grades Not Recorded / Non-Uniform Days	April 10 – 14, 2023
Standardized Test Administered	April 17 – 21, 2023
K3 – 3rd Grade Report Cards Distributed (5th Term)	April 21, 2023 (29 days)
Spring Jubilee Fashion Show/Dinner	May 7, 2023, 2:00 p.m.
K3 – 6th Grade Report Cards Distributed (6th Term/4th Quarter)	May 26, 2023 (30 / 48 days)
Red Roses Progress Reports Distributed	May 26, 2023
Last Day of Academic School Year	May 26, 2023 (174 days)
Graduation Ceremony	May 27, 2023, 1:00 p.m.
No School (ZBOP Vacation Week)	May 29 – June 2, 2023
First Day of Summer Camp	June 5, 2023
No School (Juneteenth)	June 19, 2023
No School (Independence Day)	July 4, 2023
2022 – 2023 School Registration Day	July 17, 2023
Last Day of Summer Camp	August 18, 2023
No School (Center Administration)	August 25, 2023
First Day of School	August 28, 2023