



### Application Fee

A \$100.00 non-refundable application fee is required for each child and will include academic advising to help us to know where to place your child.

### Fees

Your child is enrolled at the The Coolnerds on a year-round basis, 10 months with us and 2 summer months at home. During any absences, including sickness, holidays and vacation, fee payments continue for each child.

### Non-refundable tuition and discounts

Your child attends The Coolnerds on a month to month, non-refundable \$600 monthly tuition which is required for each child enrolled. A 10% sibling discount is available. Otherwise, tuition cannot be discounted as we must be able to staff highly valuable educators.

### Payments

Tuition payments are due by the 1st of each month and late by the 5th. Cash, money order, direct deposit at First Tennessee. Unfortunately, CashApp payments can no longer be accepted without a 5% convenience fee as it charges us to receive payments. In the event that the 5th falls on the weekend, tuition is to be rendered the Friday before the 5th.

### Late Payment

If payment is not received on time, a 10% late fee will be added to your account and will be automatically due with your next tuition payment. Any other fees (i.e. late pick-up fees, lost or destroyed materials, extra days) will be sent to you on the date of occurrence and are also due with your next scheduled tuition payment. Any payment received is automatically applied to the oldest charges posted to your account and late payment fees will be applied accordingly. Therefore, if a tuition payment is missed, the account must be brought up to date by the next fee period or both fees will be considered late.

### Receipts

Receipts will be issued monthly if needed and a yearly tax friendly statement will be issued January.

### Late Pick-Up Fee

Pick-up will be between 3pm-3:30pm every day, unless there are special circumstances (field trip, internship, etc.) A late fee of \$20 per fifteen minutes per child will be charged for any late pick-ups. This fine is charged regardless of reason for lateness or prior notification from the parent that they will be delayed. Excessive late pick-ups will warrant a meeting with the founder.

Updated: July 1, 2021

### Late Arrival and Non-Compliance

Students should arrive each day between 8am-8:25am. After 8:30 am, students will be unable to attend that day as late arrival disrupts our educational environment. **Additionally, it is expected that students complete ALL assignments on-time or they will be unable to attend classes.** At The Coolnerds, mistakes are welcome but failure is unacceptable. Students must be committed to a hard work ethic in order to achieve their set goals. Furthermore, students will *not* be assigned internships through The Coolnerds if they are frequently late or behind on assignments as they must consistently show self-discipline and growth.

### Withdrawal

During any absence, including sickness or holidays, fee payments continue for each child. When withdrawing your child, as much notice as possible is appreciated. We require a minimum of two weeks written notice to help us plan properly. Extended absence arrangements require approval from The Coolnerds.

### Part Time

Part time students are expected only on their assigned days, Monday-Wednesday from 8am-3pm. Switching days or paying for an extra day(s) for part time students is not always possible and is discouraged.

### Tuition Adjustment

Tuition is reviewed annually, by the founder and board. Typically, increases occur in August during yearly budgeting. However, an adjustment can be made at any time upon 30 days notice.

### Behavior Policy

Students are expected to behave during all The Coolnerds activities, classes, and outings. Other students are attempting to study and disruption can not be tolerated. The parent of any student who is continuously disruptive will be given two (2) notices of their child's misbehavior. Upon the third violation of this policy, the student will be required to complete his/her studies at home for one month; tuition must still be paid but no visits to The Coolnerds will be allowed. Upon return, one further violation will result in student's expulsion from The Coolnerds with no refund AND the remaining yearly tuition must still be paid.

We realize that young people will behave as young people do and as part of the village, we will support the parents/guardians to develop character and maturity. If we must notify parents of unacceptable behavior, we expect full support from the parents to rectify any misbehavior.

### Transportation policy

Students are expected to behave during every outing with The Coolnerds. There is a separate contract for travel and if the rules are violated, parents will be subject to the terms listed in the above behavior policy and charged for any physical damage to our vehicles.

### **Sickness and medication policy**

Students with contagious illnesses or fever may not attend any activity with The Coolnerds. In addition, if students take medication at home that causes drowsiness, they will be sent home immediately. For minor sicknesses, with parents permission, we will offer natural remedies. Students taking any mind-altering medication for learning or behavior disabilities, mental illnesses, anxiety, depression, etc. will not be allowed to attend The Coolnerds as we are not equipped to handle the various side-effects that can and will occur.

## **Covid-19 policy**

**\*updated as needed**

At this time, The Coolnerds, will practice as much wisdom and caution as possible as we are using our space and family as a place to serve others. We will strive to keep you informed of changes as quickly as possible. There is a month to month contract so if we need to end meeting up, classes will end and parents will assume full responsibility of educating and serving their own families first. We'll work with our families as we all remain consistent, committed, and as flexible as possible. Below are some of the mandates that will guide our classes:

Students with contagious illnesses or fever may not attend any activity with The Coolnerds. They must remain home if they exhibit any flu or Covid-19 related symptoms. In addition, if students take medication at home that causes drowsiness, they will be sent home immediately. For minor sicknesses, with parents permission, we will offer natural remedies. Students taking any mind-altering medication for learning or behavior disabilities, mental illnesses, anxiety, depression, etc. will not be allowed to attend The Coolnerds as we are not equipped to handle the various side-effects that can and will occur.

Students must have their temperatures taken and recorded twice daily, upon arrival and dismissal.

Students must wear a mask daily, they will NOT be able to attend classes without a mask.

Students must wash hands with anti-bacterial soap throughout the day.

EACH family MUST agree to administer elderberry syrup daily as part of regular personal health maintenance.

Students must have a water bottle and drink plenty of water throughout the day. Please do not send drinks other than water for lunch.

Please be sure your student has a nutrition lunch each day. Processed foods, microwaved foods, and even packaged noodles don't add to the optimal health of your child.

Non compliance with the above mandates will result in immediate dismissal of the student from The Coolnerds.

Updated: July 1, 2021



## The Coolnerds Policy Signature Page

By signing below I acknowledge that I read and understand The Coolnerds policies. I have reviewed them with my child/children and they understand The Coolnerds policies as well.

Parent Name (print) : \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Parent Name (print) : \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Student Name (print) : \_\_\_\_\_

Student Signature: \_\_\_\_\_

Student Name (print) : \_\_\_\_\_

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_