

# First Presbyterian Church

## WEEKDAY SCHOOL

1215 V.E.S. Road • Lynchburg, VA 24503

### LUNCH BUNCH CONTRACT 2023-2024

In order to participate in this extended day program, your child must be enrolled in the First Presbyterian Church Weekday School and **be bathroom independent**. Weekday School students choosing to participate in Lunch Bunch will stay at school from 12:00 pm until 3:00 pm on the days in which they attend morning classes. Participating children must be at least three years of age by September 30<sup>th</sup> of the current school year and enrolled in a 3-year-old class, Pre-K class, or TK class. This agreement is made between First Presbyterian Church Weekday School and \_\_\_\_\_, the parents of \_\_\_\_\_.

The parties agree that:

1. Your child will attend Lunch Bunch on these days. (Please list days of week you wish to contract.)  
\_\_\_\_\_
2. Lunch Bunch charges, according to your contracted days, will be billed on your monthly tuition invoice. Your monthly invoice will be paid as one amount. *(If your tuition is billed semesterly, you will receive monthly invoices for extended day program charges.)*
3. As stated in the Parent Handbook, all charges are due monthly and must be paid in full by the 10<sup>th</sup> of each month in order to avoid a \$25.00 late fee. In the event payment is not received within two months of its due date, the Weekday School may dismiss your child from the school until all unpaid tuition/charges are rectified.
4. Contracted Lunch Bunch students will be billed monthly at the contracted daily rate for days listed above. Additional days attended that are not those listed above will be invoiced at the drop-in daily rate.
5. Two weeks written notice shall be given in the event of a permanent schedule change or child's withdrawal from Lunch Bunch. If proper notice is not given, the parent/guardian will be obligated for the remaining contracted Lunch Bunch daily charges for the remainder of the month in which notice was given, as well as a \$200 withdrawal fee.
6. You will not be charged for contracted days that the Weekday School closes. Contracted days listed above will be charged, however, for days missed by the student for vacation, illness, and other family-initiated absences.
7. Lunch Bunch pickup will begin at 2:45 pm. A late fee will be charged for those children who are not picked up by 3:00 pm and will be added to the following month's invoice.
8. If additional drop-in days are needed for extended care, please contact the Weekday School office **no later than 12:00 pm on the prior day**.
9. By signing below, I agree that my child is fully potty trained.

This agreement shall become binding to all parties upon its execution by the parties hereto both jointly and severally.

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

Parent(s)/Guardian(s):  
\_\_\_\_\_

First Presbyterian Church Weekday School:  
\_\_\_\_\_

Weekday School Director  
Director as Agent of the Board of Directors

#### LUNCH BUNCH RATES

Contracted Daily Rate  
\$17/day

Drop-In Rate  
\$22/day

\*There will be no Lunch Bunch on the following days: 10/19, 11/21, 12/15, 3/28 & 5/15