



Community Education

MINNEAPOLIS KIDS

Summer 2025 Terms & Conditions

By submitting my child's contract request, I agree to the following:

I understand that my child cannot begin at Minneapolis Kids until I receive a written or oral confirmation from the Minneapolis Kids main office. In order to properly prepare for staff/student ratios, Minneapolis Kids reserves the right to not accept or process any registration for up to 10 business days prior to or after the start of any session. Minneapolis Kids may delay a child's start date until life-saving medication is received or exemption from the guardian is authorized, if necessary for allergies or health reasons.

Summer Eligibility and Admittance:

1. Minneapolis Kids provides summer childcare for children entering kindergarten through 7th grade. Eligibility ends upon the start of the 7th grade or at age 13.
2. All Minneapolis Kids accounts must be current with no overdue balances in order for your registration to be accepted.
3. The family is responsible for arranging transportation between the child's MPS Summer Scholars site and the Minneapolis Kids location if attending before and/or after Summer Scholars care.
4. Youth must be able to toilet independently.

Terms and Conditions of Contract

- Contracts for full-day care only and combination care (before and/or after MPS Summer Scholars care + full-day) must satisfy the 25-day minimum requirement.
- Contracts for before and/or after MPS Summer Scholars care must be registered for all 24 days in the Summer Scholars session. Minneapolis Kids reserves the right to modify any before/after Summer Scholars care contract containing fewer than 24 days to include all 24 days in the session.
- Summer contract withdrawals submitted on or before **Friday, May 2, 2025 at 11:59 p.m. CST** will be accepted without penalty. For summer contract withdrawals submitted after May 2, families will be charged the dollar amount of the minimum registration requirement.
- Change to contract schedule requires a two-week notice and is subject to approval and an additional fee.
 - **Last day to change summer schedule without incurring a Schedule Change Fee is May 2, 2025.**
- There is no charge for the following days when the Minneapolis Kids program is closed.
Summer 2025 closure dates:
 - Thursday, June 19
 - Friday, July 4

- Thursday, August 21 – Friday, August 22
- All fees are prepaid. You will be billed once a month, on or around the 1st of the current month. Payment is due on the 16th of the month.
- You are responsible for payment for all days contracted regardless of attendance.
- Credit is not given for absences, including those with illness and vacation.
- Credit is not given for weather closures or temporary school closures such as facility and community emergencies.
- Unpaid balances after 90 days may be cause for termination of care.
- Minneapolis Kids sites or components may be closed due to low enrollment. In this event, you will be given two weeks' notice.
- The Board of Education reserves the right to cancel this letter of agreement at any time. In this event, you will be given two weeks' notice.

Additional Charges

- **Processing Fee:** A non-refundable processing fee of \$30 per child is charged to all users when your application is processed.
- **Drop-in Fee:** Currently enrolled children have the option of attending on days they are not scheduled and is based on site availability. Requests must be received at least 48 hours in advance. An additional fee of \$5 will be added to the daily rate.
- **Contract Schedule Change Fee:** After May 2nd a schedule change fee of \$20 per child will be assessed each time you change your child's contract schedule.
- **Late Pick-up Fee:** A late fee of \$1 per minute will be assessed for picking up a child after 6 pm. On the third incident, a fee of \$25 plus \$1 per minute will be charged. After the fifth incident, services will be terminated.
- **Absence Confirmation Fee:** If a child does not arrive after summer scholars as expected we must confirm that the child is safe and accounted for. This process takes staff away from their duties with youth, and as such, a \$5 Absence Confirmation fee will be assessed (starting with the second occurrence) if a family does not inform their Minneapolis Kids site of an absence by the end of the child's Summer Scholars Day.
- **Auto-Pay Declined:** A \$20 fee may be added to your account if your auto-pay method is declined for any reason.
- **Returned checks:** A \$20 charge may be added for any returned checks. If a check is returned for insufficient funds, a new check or money order must be submitted with the \$20 processing fee added to the amount.

Childcare Assistance

Ongoing fee assistance may be available for qualifying families through Think Small (651-641-6604) or through the Childcare Assistance Program (CCAP) from your county. To inquire, please call the listed number for your county: Hennepin County (612-348-5937), Ramsey County (651-641-6665), Anoka County (763-324-2350).

Upon contract approval, contact your county case worker with your Minneapolis Kids location information.

Collections

I understand that my child's enrollment will be terminated and my account may be turned over for collection if Minneapolis Kids is unsuccessful in collecting my monthly tuition.

Programming

Summer program hours are 7 a.m. – 6 p.m. Monday through Thursday, and 7 a.m. – 5:30 p.m. on Fridays.

Behavior Guidance

In order to promote a safe, stimulating environment for all children and staff, Minneapolis Kids has behavior guidelines that apply to all children enrolled, staff, parents, guardians, and anyone involved in the care of enrolled children. For everyone's well-being and safety, children are asked to be safe, responsible and respectful (i.e., keep hands, feet, and objects to yourself, follow directions, use appropriate language, respect other people and property, etc.).

Violations of these behavior guidelines, further outlined in the Minneapolis Kids handbook, may result in parent/teacher conferences, suspension and/or termination of services.

Field Trips

I give permission for my child to participate in Minneapolis Kids field trips, including walking field trips within a mile of the center. I understand that Minneapolis Kids staff will supervise all field trips and I will be informed in advance of the destination and the means of transportation. A separate, signed permission slip is required for field trips.

Sunscreen Permission

I authorize Minneapolis Kids staff to assist my child(ren) when applying sunscreen unless otherwise noted in my registration.

Medications

I understand that if my student needs medication for an allergy or other health condition, it is my responsibility to make sure that Minneapolis Kids has the medication on-site. The medication cannot be expired and must be labeled correctly, and I must provide a Medication Authorization form signed by the physician and guardian in order for Minneapolis Kids staff to keep the medication on-site and administer it as needed.

I understand that if I choose to not provide necessary medication for my student, I am authorizing Minneapolis Kids staff to contact local emergency resources if my student is in need of life-saving medical care.

Medical Emergencies

I give Minneapolis Kids permission to take whatever emergency measures (e.g., first aid, disaster evacuation) are judged necessary for the care and protection of my child while under the supervision of Minneapolis Kids staff. In case of a medical emergency, I understand that my child will be transported to the nearest hospital by ambulance if the local emergency resource (police or rescue squad) deems it necessary. I will be responsible for the cost of the transportation and any and all medical charges. I understand that in some medical situations, the staff will need to contact local emergency resources before the parent and/or another adult acting on the parent's behalf.

Insurance

Medical insurance coverage for children is the responsibility of the child's family or guardian.

Immunization Record

All children enrolled in Minneapolis Public Schools are required to have on file a copy of their immunization record or their medical exemption. Minneapolis Kids administration has access to this information. Children who do not have immunization records on file with Minneapolis Public Schools will be asked to supply these records prior to the first day of attendance.

Enrollment of Children with Additional Needs

When there is a request to enroll a child with additional needs, a pre-enrollment consultation with parents and the program manager, program specialist or program coordinator will be held to determine how Minneapolis Kids can meet the child's additional needs. Minneapolis Kids will work with the family and other resource persons to develop a plan for serving the child and determining a start date.

Exchange of Information

I give my consent to an exchange of information between my child's Minneapolis Kids site staff and other Minneapolis Public Schools professional staff whenever it would be beneficial to my child.
