

**The Basement Middle School Care Program
2026-2027 School Year
Billing and Payment Policy**

REGISTRATION FEE

- Registration Fees are charged for school year and for summer. The Registration Fees must be paid before your children may start each contract.
- Fees are \$40 for 1 child, \$50 for 2 children and \$65 family maximum.
- Registration Fees aren't refundable.

TUITION FOR 2026-2027 SCHOOL YEAR

Contract Choice	Location	5 Days/Wk Daily Rate	Pick Your Days Daily Rate	Drop-In Daily Rate
Before School	PMS, SMS	\$15.75	\$16.25	\$19.25
After School	PMS, SMS	\$14.00	\$14.50	\$17.00

- Late pickups are charged \$1/minute.
- Non-School Days: \$47/day
- Non-School Days after the deadline (if space is available): \$57/day

SCHEDULE CHANGES

Schedule changes after August 17 aren't guaranteed for the start of school year. All schedule changes must be created online and require a minimum of 10 business day notice. Acceptance is subject to site supervisor approval and space availability. Days for Pick Your Days contracts must be chosen by the monthly deadlines ([Pick Your Day Schedule Due Dates](#)), or will default to Drop-In rates. Drop-Ins are subject to space availability.

BILLING INFORMATION

Payments are due bi-weekly on Mondays. Invoices are sent via email on Monday one week prior to the due date. Payments not received within **3 days** of the due date will incur a \$5 Late Payment Fee automatically. Parents/Guardians are financially responsible for **all** days contracted regardless of attendance. Adventure Club reserves the right to terminate accounts that fall behind on payments.

TUITION AND FEES

- Fees are based on a child's accepted contract. Parents/Guardians are financially responsible for all days contracted regardless of attendance.
- Registrations for the school year and summer are separate. The Registration Fee must be paid before a child may start each contract.
- The first payment is due approximately one week prior to the first day of school. All payments are due bi-weekly on Mondays.
- Payments may be made online at <https://rdale.ce.eleyo.com> with check, credit or debit card. Cash payments may be made only at the Adventure Club Business Office, 305 Willow Bend, Crystal. Staffing hours may vary so it's necessary to call ahead: 763-504-5320.
- A receipt for payment is automatically emailed to the account owner when payment is received. Additional receipts may be printed from your online account.
- Accounts are automatically assessed a \$5 Late Payment Fee if payment isn't received within 3 days of the due date. Accounts that aren't at \$0 balance on the last day of the bi-weekly cycle will be subject to termination.
- Schedule changes will be accepted, pending space availability, when submitted via your online account prior to the start of a new billing cycle.
- Non-School Days aren't included in regular tuition and require separate registration online at <https://rdale.ce.eleyo.com>.
- Withdrawal from Adventure Club requires a 10-day notice and must be done online.

VACATION CREDIT

- Vacation Credit is given for planned absences of five (5) consecutive days only. Each child enrolled may receive one Vacation Credit per school year.
- Credit is 50% of the child's weekly tuition.
- To receive the credit, parents/guardians must contact the site supervisor before a planned vacation to complete a Vacation Credit Form.
- An unplanned extended absence, such as a medical absence, should be reported to the site supervisor on the first day absent. For a long-term absence from which the child may return, Parents/Guardians may change their child's schedule option. A Schedule Change Fee will be charged.

PAYMENT DUE DATES FOR SCHOOL YEAR 2026-2027

Invoice Date	Due Date	Dates of Service
August 24, 2026	August 31, 2026	8/31/26 – 9/11/26
September 7	September 14	9/14 – 9/25
September 21	September 28	9/28 – 10/9
October 5	October 12	10/12 – 10/23
October 19	October 26	10/26 – 11/6
November 2	November 9	11/9 – 11/20
November 16	November 23	11/23 – 12/4
November 30	December 7	12/7 – 12/18
December 14	December 21	12/21 – 1/1/27
December 28	January 4, 2027	1/4 -1/15
January 11, 2027	January 18	1/18 – 1/29
January 25	February 1	2/1 -2/12
February 8	February 15	2/15 – 2/26
February 22	March 1	3/1 – 3/12
March 8	March 15	3/15 – 3/26
March 22	March 29	3/29 – 4/9
April 5	April 12	4/12 – 4/23
April 19	April 26	4/26 – 5/7
May 3	May 10	5/10 – 5/21
May 17, 2027	May 24, 2027	5/24 – 5/28/27

DUE DATES FOR PICK YOUR DAYS SCHEDULE

Additional days added/needed after these deadlines are charged the Drop-In rate.

CHILDCARE FOR MONTH OF:	SUBMIT FOR APPROVAL BY NOON ON:
SEPTEMBER 2026	AUGUST 17, 2026
OCTOBER	SEPTEMBER 17
NOVEMBER	OCTOBER 19
DECEMBER	NOVEMBER 17
JANUARY 2027	DECEMBER 18
FEBRUARY	JANUARY 18, 2027
MARCH	FEBRUARY 15
APRIL	MARCH 18
MAY/JUNE 2027	APRIL 19, 2027