



WVCDC FEES

A non-refundable membership fee to the Society is required by all families and can be used to secure a space in the Centre.

Fees are due by the first of each month. Cheques should be made payable to the West Vancouver Child Development Centre (WVCDC). We request post-dated cheques if possible for up to 6 months. There is a late fee after 5 working days and NSF charges apply to all NSF cheques or any returned cheques (Note parent contract for late and NSF fee charges). A certified cheque or cash must replace the delinquent payment.

Nominal fees may be requested from time to time for special field trips or lunches.

WITHDRAWAL AND “WITHDRAWAL OF SERVICES” POLICY

Families currently enrolled in the Centre must give one month’s written notice to withdrawal from the WVCDC.

At times, a “withdrawal of services” will be implemented by the Centre. The following reasons may result in a termination of services given:

1. Unpaid fees or consistent late payments.
2. Failure to work with the WVCDC staff to meet the needs of one’s child (i.e. consistent late arrival, failure to pick-up sick child within a 2 hour time frame, within 1 hour if fever is 102.F or over).
3. Breakdown of parent/teacher relations.
4. Inappropriate placement of a child (for various reasons a child cannot function in a 1:8 or 1:4 teacher child ratio).
5. Child is aggressive towards other children (i.e. consistent hitting, scratching, biting, etc.)

Procedure:

1. Director discusses issue with parent; tries to solve the problem at hand.
2. If issue cannot be resolved, Director will call a meeting with parent and group supervisor and try to reach an agreement between all parties.
3. If issue cannot be resolved, Director will notify parent of the date when services will be withdrawn.
4. The daycare will give 30 days notice with the exception of situations listed below which may result in immediate withdrawal of services if the issue cannot be resolved:
 - a. The child is jeopardizing the safety of other children and/or himself.
 - b. Serious breakdown in communications between parent and staff.
 - c. Failure to pay daycare fees outstanding after the 15th of the month.
5. Director will inform licensing officer at North Shore Health.