

ST. AGATHA CHILD CARE ENRICHMENT PROGRAM  
1880 NORTHAM ROAD  
COLUMBUS, OH 43221  
488-3322 pmclint@cdeducation.org

Dear Parents:

Thank you for your interest in our childcare program. We have enclosed a general fact sheet for your information.

When reviewing the enclosed information please keep in mind the following program policies.

1. You will be asked to sign a registration agreement for the number of days per week you plan to use the program and your contracted tuition payment.
2. Your contracted tuition payment is required for the following:
  - a) From the first day of school to the last, if your child is here or not.
  - b) For school cancellations, i.e. snow days.
  - c) Family vacations.
  - d) School holidays/in-service days.
3. The only exception to your contracted payments:
  - a) If your child is ill for five consecutive days or more, you are not required to pay.
  - b) One full week off at Christmas, you are not required to pay.
  - c) One full week off at Easter, you are not required to pay.

To be eligible for placement in the program, please return the enclosed schedule by noting the days and times you will be contracting. A \$35.00 non-refundable registration fee per child is due at this time. Please make checks payable to: St. Agatha Child Care.

After we have received your completed schedule sheet and registration fee, an enrollment packet will be sent to you.

If you have any questions regarding the program, please feel free to contact us at any time. (Telephone: 614-488-3322 E-Mail: pmclint@cdeducation.org)

Sincerely,

Patricia G. McClintic  
St. Agatha Child Care Director