



2020 - 2021 AFTER SCHOOL TUITION SCHEDULE

5 DAYS / WEEK ANNUAL CONTRACT

Time	Base Rate	Full Payment (5% Discount)	Two Payments (3% Discount)	Quarterly Payments	Monthly (x9) Payments
2:10 PM-6:30 PM	\$2,846	\$2,704	\$1,380	-	\$316
2:50 PM-6:30 PM	\$2,777	\$2,638	\$1,347	\$682	-
3:20PM-6:30 PM	\$2,708	\$2,573	\$1,313	-	\$301
3:45PM-6:30 PM	\$2,662	\$2,529	\$1,291 *if year-round: two track-in sessions	\$654 *year-round only	\$296 *Not for year-round

4 DAYS / WEEK ANNUAL CONTRACT

Time	Full Payment	Two Payments	Quarterly Payments *year-round only	Monthly Payments (x9)
2:10 PM-6:30 PM	\$2,718	\$1,359	-	\$302
2:50 PM-6:30 PM	\$2,621	\$1,310	\$655	-
3:20 PM-6:30 PM	\$2,525	\$1,262	-	\$281
3:45 PM-6:30 PM	\$2,433	\$1,216	\$608	\$270 *Not for year-around

3 DAYS / WEEK ANNUAL CONTRACT

Time	Full Payment	Two Payments	Quarterly Payments *year-round only	Monthly Payments (x9)
2:10 PM-6:30 PM	\$2,433	\$1,217	-	\$270
2:50 PM-6:30 PM	\$2,341	\$1,170	\$585	\$260
3:20 PM-6:30 PM	\$2,249	\$1,125	-	\$250
3:45 PM-6:30 PM	\$2,093	\$1,047	\$523	\$233 *Not for year-around

DAILY RATES (NON-ANNUAL CONTRACT)

2:10 PM- 6:30 PM (\$30/day)	3:20 PM-6:30 PM (\$27/day)	3:45 PM-6:30 PM (\$25/day)
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OTHER FEES AND DISCOUNT

Items	Fee	Note
New Student Enrollment Fee	\$50	Only for Afterschool program, nonrefundable (*one-time payment)
Deposit	\$100	Pay by the time to register, will be refunded back at the end of the school year with a deduction of account balance, or applied for future year. *Non-refundable if withdraw from afterschool program
Withdrawal Fee	\$100	Early termination of any one-year contract with Champion
Art Material Fee	\$50 Annually	Students Enrolled in 1A, 1B, 2A, 2B Class having weekly art must pay
Mandarin B Class Fee	\$78 (1B/2B) \$128 (3B/4B/5B)	For Mandarin B class only, nonrefundable, Math & English book fees and art material fees not included.
Book Fee - Zhongwen	\$15	For Level 1 - 6 Mandarin Classes
Book Fee - Pinyin	\$10	For Level 1 Mandarin Classes
Book Fee - Young Chinese	\$30	For CSL and PK Classes





SCHOOL POLICY AND PROCEDURES

Sibling Discount	3% - 5%	Two siblings students - 3% off for one; three siblings students - 5% off for two
Late Pickup Fee	\$5/minute	Pickup past 6:30 PM
Important Due Dates (MM/DD/YYYY): 8/1/2020 - Full Payment Plan & Two Payments Plan (1st half Tuition); 1/3/2021 - Two Payments Plan (2nd half Tuition); 2 Weeks before each Quarter starts; 1st Week of Each Month - Monthly (9 months) Payments Plan (last billing on May 2021)		

TUITION & FEES

Champion’s policies are designed to guarantee fairness to both clients and the company, ensure consistency and openness in all interactions and promote goodwill and trust with parents/guardians.

Late Fee

A late fee will be charged when an invoice has gone unpaid for more than 20 days past the due date. The amount of the late fee will be equal to 20% of the overdue balance of \$50.00 (whichever is lower). Due dates should be shown on invoices.

Banking Fee

Champion passes on 100% of the fees it incurs from a bank due to a client’s mistake to the client. This includes a \$25 bounced check fee (non-sufficient funds). This also includes a \$30 check cancellation fee if Champion needs to re-issue you a refund check because it has been lost, stolen, or otherwise misplaced.

After school Tuition & Fees

1. After school annual payment covers all school days for 2020 - 2021 school year. You do not pay for teacher workdays, track out days, or holidays when children are not in school.
2. The full yearly, semesterly, quarterly, monthly fee is due regardless of the number of days the child is absent from the program for illness, family trips, etc.
3. Year-around students can only choose either Full payment or Quarterly payment.
4. After School Deposits need to be paid at the time of the invoice on your first Champion year, and will be refunded back at the end of the school year. All account balances will be deducted from the deposit before returning, or you can choose to apply the deposit for the future school year.

Daily Rate will be offered for:

Students who do not want to sign a 1-year contract with Champion or students attend Champion less than twice a week

- Based on published rates

Credits will be given for:

Coupons and Vouchers

1. Gained from Champion contests and competitions
2. Promotion or more



SCHOOL POLICY AND PROCEDURES

3. Compensation for unfulfilled service during a State of Emergency

No credit or refunds will be given for:

1. Days a student is absent for any reason whether planned or unplanned except as noted above. This includes absences due to sickness, inclement weather, vacation, discretion, and all other absences.
2. Dissatisfaction with Champion after school services that have already passed.
3. Suspension for students who misbehave and cause consequences

Schedule Changes

If you need to change your children's schedule at Champion, please fill in the Schedule Change Form and return to us as soon as possible. For parents who signed up for Quarterly and Monthly payment need to add or reduce days at Champion, the tuition changes will reflect on the next billing cycle. You may need to pay the price difference that is caused by changing days at Champion. (Download or print the Schedule Change Form https://docs.google.com/document/d/e/2PACX-1vRpgVdH-NA7UaZXkDUhOT8Fw_eTJ0cgOrCHdvXPmjckKdNfGw6S_KngoPOoR4-eGA75peRAxRR-eNst/pub)

Withdraw program

A one month's notice/Termination Letter is required to withdraw from the program. If a one month's notice for early withdrawal is not given, your deposit will not be refunded in any forms unless the deposit will be used towards your child's account balance as credits.

Full withdrawal with a one month notice from Champion:

1. Based on the prorated number of days passed in the school year
2. Subject to a \$100 withdrawal fee
3. Discount applied need to return to Champion Education

(Download or print the Afterschool Termination Form

https://docs.google.com/document/d/e/2PACX-1vRPwDuT67YMyx-8gtH4eW7Na2AwSFL0q66rvSwhARuixuYmRW_GmsFOTgO-6garpwbFct-cMv_rg3iM3/pub

Deposit for After School Program

Deposit will not be refunded if there is no one month's notice for the early withdrawal. After School Deposits need to be paid at the time of the invoice on the first Champion year, and will be refunded back at the end of the school year. All account balances will be deducted from the deposit before returning, or you can choose to apply the deposit for the future school year.

1. \$100 deposit for full Payment, Two Payments, Quarterly Payments, and Monthly Payments.

Auto Payment Set up/ Recurring Invoice

Auto payment is provided for those who choose a monthly payment method. An authorization form that gives Champion permission to charge automatically needs to be signed and returned. (schedule an appointment with the billing office)

Inclement Weather

Champion after school will observe the following policy relating to inclement weather:



SCHOOL POLICY AND PROCEDURES

1. If Wake County Public Schools are closed, Champion will be closed.
2. If Wake County Public School System has an unscheduled early release, Champion will not pick up students. The parents will be responsible for picking up your child at your child's school.

Please [visit www.wcpss.net](http://www.wcpss.net) for the latest in inclement weather makeup and other schedule changes. Alternatively, call us at 919-943-2905 for updated information.

Champion After School Makeup

Champion Afterschool will make up days missed due to inclement weather in line with Wake County's weekday makeup schedule (wcpss.net). Champion does not makeup afterschool on Saturdays or Sundays. No extracurricular activities and English classes will be held on makeup days.

Champion School Cancellation

Champion reserves the right to close school in the following situations, including but not limited to:

- A state of emergency declared during a natural disaster, civil unrest, armed conflict, medical pandemic or epidemic or other biosecurity risk.
- Underutilization of a school's space
- Poor physical condition of the building
- The need for an alternative use of the school's facilities

Late Pick Up

Student safety is the highest priority of Champion. Therefore, we make every effort to ensure all students are under supervision until they return to you at the end of the day. For that reason, we are concerned about children who are left after dismissal time. When children are not picked up within 30 minutes after the program attended is dismissed, the child's parent or guardian will receive a letter each time it occurs. If a third incident occurs within 60 days, the parent or guardian will be charged \$5.00/minutes (maximum \$30.00/day) payable to Champion.

Waiver & Liability Agreement

I authorize and grant permission for a representative of Champion to treat minor injuries including scrapes, small cuts, splinters, and insect bites. I authorize and grant permission for a representative of Champion to obtain emergency medical care from any licensed physician or hospital and/or medical clinic should my child become ill or injured. I therefore freely and voluntarily execute this release with such knowledge, assume the risk of personal injury and/or property loss arising from or in any way connected with participation in any programs offered by said child care center. I hereby release and discharge said Champion and any and all agents from any liability, claim, cause of action, demand or damages from injury or damages of any kind to my child or my property as a result of participation in the programs of Champion. I grant permission and understand that photos and other images taken during this event could be used in print advertisement and other forms of media. I understand that should my child become a disruptive force during the educational program that the instructor may choose to release him/her from the program with no refund.



SCHOOL POLICY AND PROCEDURES

SCHOOL RULES AND DISCIPLINES

To ensure student success and school safety, please read and inform your child(ren) about these school rules and discipline policies.

Students who do not follow the rules listed below will be given a one-time warning. Students who are given a warning for not following the rules will be sent to the office to speak with the principals, and their parents will be called. Given the severity of the action, the student may either return to class or be sent home. **Second warnings result in the student being sent straight home for the remainder of the day and suspended from the next day of the after-school program. No refunds will be given to parents who students are sent home or suspended from Champion for disciplinary action.**

General Rules

- Each student is expected to follow all school rules, bus and safety rules, policies and procedures and always follow instructions set forth by our after-school teachers/staff for each activity.
- Each student shall show respect to teachers/staff and fellow students at all times and always use respectful language when addressing teachers and students. No disruptive behavior, including fighting, the violence of any kind, or inappropriate language will be tolerated for any reason.
- Students will exit their buses and report directly to a class/activity where they will stay with that class/activity at all times. Students are required to move appropriately throughout Champion during after school hours. Students are not allowed to roam hallways for any reason and must use the designated hall pass provided to each classroom to be in the hallways.
- Teachers are required to take attendance by 4:15 pm and will be responsible for each student and their safety during class. At which time class starts, students need to remain in their seats and stay engaged in the class curriculum.
- Students will have the option to exercise a one-time 3-minute break, where they can use the bathroom and or get water, however, they must have the classroom hall pass with them at all times. This ensures teachers/staff the whereabouts of each student in our after-school program at all times.
- Students must raise their hands to ask their teacher to be excused from class. Only one student may be excused from class at a time.

Pick-up Procedures

In an effort to promote safety and clarity, we have set forth the following recommendations for picking up students from Champion Education. After School ends promptly at 6:00pm. We recommend that any child in the second grade or younger be accompanied by a parent of guardian. ([After School Pick-up Procedures Details: https://docs.google.com/document/d/e/2PACX-1vSjfkPDzRplahUXsz5zJvJq81h8alCwLCpDdMwE0P5-P1BspDa_NdfH0I5ZSuhgFxXvaFdIUyadsRSd/pub](https://docs.google.com/document/d/e/2PACX-1vSjfkPDzRplahUXsz5zJvJq81h8alCwLCpDdMwE0P5-P1BspDa_NdfH0I5ZSuhgFxXvaFdIUyadsRSd/pub))

Attendance

Being tardy to class, skipping class or school, leaving campus without permission or being in an unauthorized area is prohibited. Excused absences include: illness or injury, a death in the family, health care appointments, court appearances and religious observance. To avoid interruption during class, please notify us before the class starts if you will pick up students before 4:30pm.

Bullying and Harassment



SCHOOL POLICY AND PROCEDURES

Bullying and harassment are unacceptable behaviors that should be immediately addressed. Bullying and harassment include any physical act, threatening communication, or pattern of gestures or communications that places a student in actual and reasonable fear of harm or is certain to create a hostile environment. Bullying and harassing behavior includes, but is not limited to, behaviors motivated by the victim's identifying characteristics, such as race, ethnicity, sex, sexual orientation, pregnancy, religion, age or disability. If bullying or harassment at Champion is suspected, parents should contact us immediately.

Character Education and Respect

Champion has activities to help students develop good character, to help students understand, assess and take responsibility for their behavior and learning, as well as how to act responsibly toward others. School staff members ensure that positive behavior is practiced, demonstrated, modeled and reinforced within an environment of mutual respect, caring and dignity.

Non-Discrimination

We are committed to providing a non-discriminatory, inviting and inclusive school environment for all students. Parents and students who perceive any form of discrimination should report it to the school principal. Parents and students also should contact the principal to request assistance or accommodations to assure a non-discriminatory, inviting and inclusive school environment.

Food Safety and Health Conditions

Food sharing among students are not allowed. Parents should update children's medical information or emergency medication. Champion staffs should be notified with students food sensitivities. It is the parent's responsibility at the beginning of each school year to inform their child's teacher and school staff if there are medical conditions that require special measures during the Champion day.

Bus Conduct

A driver will report to the school administrator any misconduct or violation of the driver's instructions. Yellow school buses also have cameras on board to provide video and audio that school leaders may use to monitor student behavior. See Champion Comprehensive list of Bus Rules below or download:

https://docs.google.com/document/d/e/2PACX-1vQtqeV_bo_g3aeeRd2BqYPub_6GmBkAAol73Fe-gMyUil7aAyg61wg6sLoeKXw2oeVryKkEWkKMZ_ON/pub

Champion School Bus Safety Rules

Students

Students are responsible for being on time and for knowing and following the rules outside and inside the bus.

Before loading:

- Each Student needs to be on time at the designated school bus stop in order to keep the bus on schedule.
- Students should avoid roughhousing or other careless behavior that can lead to danger or that can be unsafe for themselves and others.
- When waiting for the bus, students need to line up on the sidewalk away from the road. Staying away from traffic as the school bus approaches.



SCHOOL POLICY AND PROCEDURES

- Students need to wait until the bus has stopped and the door opens before stepping off the curb to enter the bus.
- Students should use the handrail when stepping onto the bus.
- Students must not enter or exit the vehicle while it is moving.

While on the bus:

- When riding the school bus, remain in your seat.
- Students are not to touch the emergency equipment on the bus (emergency doors, windows, roof hatches, body fluid/first aid kits, camera, etc.) except as directed by the driver or during an actual emergency.
- Students must wear the complete seat belt assembly.
- Students should sit with their feet in front of them, not with their feet in the aisle. Doing so will eliminate falls and or tripping other students.
- No student should yell, scream or use any other noise that can distract the bus driver.
- Students are to behave themselves on the bus in such a way that will not distract the driver and or other passenger/students.
- Be courteous to fellow students, bus driver, and assistants.
- No student should put hands, feet, or any other part of your body on other students or outside the school bus window.
- Students are not to use electronic devices on the bus.
- Students should not eat or drink while riding the school bus.
- Students are to keep aisles clear – books or bags are tripping hazards and can block the way in an emergency.
- Students should have their belongings together before arriving at their stop.
- Students should wait for the bus to stop completely before getting up from your seat. They then should walk to the front door and exit, using the handrail.

Upon leaving the bus:

- Students need to cross the street in front of the bus, walk at least ten feet ahead of the bus along the side of the road until you can turn around and see the driver. Making sure that the driver can see you.
- Students should wait for a signal from the driver before beginning to cross.
- When the driver signals, students should walk across the road keeping an eye out for sudden traffic changes.
- Students should not cross the centerline of the road until the driver has signaled that it is safe for you to begin walking.
- Students should stay away from the bus' rear wheels at all times.
- The student needs to take all their belongings with them while leaving the bus.

The Emergency Door



SCHOOL POLICY AND PROCEDURES

- The emergency door is the door at the rear of the school bus. It is only used if there is an emergency.
- If students must use the emergency door to get away from the bus, they need to stay calm and move quickly and orderly as possible.

Parents

Parents need to accept some responsibility for the conduct and discipline of their children while on the bus. In the event of a serious problem, the driver may have to deal directly with a parent. A parent may deal directly with their child or choose to go through school administrator.

Discipline

For any student passenger who has caused a disruption to the school bus by violating rules above will receive a warning letter and a driver report of matter. The student and his/her parent/guardian shall return the signed warning letter to the office the next day. If a student receives more than two warning letters in one school year, Champion will suspend him/her from school transportation for two weeks. If a student with a suspension history receives a warning letter again; after returning to Champion transportation, he/she will be suspended from the school bus for the rest of the whole school year.