

2026 Summer Open Door



1. Summer Open Door is scheduled to start on Monday, June 22nd, 2026 and will end on Friday, August 14th, 2026 **There will be NO Open Door July 3rd due to the holiday.**
2. Summer Open Door program enrollment is either full time or part time. Full time enrollment is 4-5 full days per week with a minimum weekly fee of \$200. Part time enrollment is 1-3 days per week with a minimum weekly fee of \$100.
3. Summer Open Door does accommodate students attending GHAPS Summer School this year by offering before and after school care, as well as all day care on Fridays. (Parents must contact transportation at 616-850-5150 for summer school pick up and drop off.)
4. Priority for registration acceptance into the Summer Open Door program will be given in the following order.
 - 1st -** Children enrolled in 25 - 26 Open Door attending full time and children enrolled in 25 - 26 Open Door attending before and after summer school.
 - 2nd -** Children enrolled in 25 - 26 Open Door attending part time
 - 3rd -** GHAPS Students, full time, then part time
 - 4th -** Non GHAPS Students, full time, then part time
6. Prioritization will take place through May 8th. After that, it will be until spots are filled.



Summer Open Door Billing/Scheduling Information and Procedures

Please read carefully and keep this portion for your records.

Registration Acceptance Priority:

- Summer Open Door program enrollment is either full time or part time. Full time enrollment is 4-5 full days per week with a minimum weekly fee of \$200. Part time enrollment is 1-3 days per week with a minimum weekly fee of \$100.
- Spots are limited and prioritized until May 8th.
- After May 8th, registrations will be accepted based on availability.
- You will be notified by May 15th regarding the status of your registration

Rates:

The non-refundable registration fee for Open Door is \$50 per child with a maximum of \$125 per family. The registration fee will be charged at the time of registration and must be paid in order to hold your spot in the program.

Rates for children attending GHAPS Summer School while it's in session.

<i>Before School Rate</i>	\$15*
<i>After School Rate</i>	\$30*

**Second child will receive 20% discount, third (or more) child will receive 30% discount. The child who attends the most will be charged the full rate.*

When Summer School ends, children will be charged the Daily Rate or Full time Rate.

Rates for children NOT attending GHAPS Summer School.

<i>Daily Rate</i>	\$50*
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**Second child will receive 20% discount, third (or more) child will receive 30% discount. The child who attends the most will be charged the full rate.*

There is a minimum charge per child of \$200 per week if you are registered for Full-time Open Door, regardless of usage.

There is a minimum charge per child of \$100 per week if you are registered for Part-time Open Door, regardless of usage.

Billing and Payment

Credit Card payments will be run between Thursday and Friday the week prior to care.

- In the event of a Holiday or staffing issue, we reserve the right to run your credit card at any point during the week following care.
- We accept Visa, MasterCard, AmEx, and Discover. You will be assessed a \$25.00 fee if your credit card declines for any reason.

Please note:

- Accounts are billed according to the hours scheduled.
- If you have not paid by Friday prior to the week of care, you will be denied care.
- Statements are emailed by the first Friday of every month for the month prior. Please check over each statement you receive. If you notice a discrepancy, call our office right away. We will not go back further than two months to make any adjustments.
- If you pick up your child after 6:00pm, there is a \$15.00 late pick up fee. An additional \$1.00 a minute will be charged after the 1st 10 minutes you are late. A Late Pick-Up form must be signed for our records, and you will be billed the late fee.

Scheduling

Schedules are due no later than 11:59 pm on Tuesday prior to the scheduled week. Please schedule using your Procure account.

- In certain circumstances, schedules may be due earlier due to the office being closed. If this is the case, emails will be sent and/or signs posted notifying you of the earlier due date.)
- You will be charged a \$10.00 late fee PER CHILD for schedules received after Tues. at 11:59 p.m. and before Wednesday at 12 p.m.
- **Late schedules will only be accepted if openings are available.**
- **NO schedule will be accepted after 12 p.m. on Wednesday for the upcoming week.**

We reserve the right to refuse care if a schedule is not submitted ahead of time or we are out of ratio due to licensing regulation.

- Schedules will not be taken over the phone
- Drop in care is NOT available

Each family is allowed **ONE** vacation week during Summer Open Door. During the vacation week, families will not be charged the minimum weekly fee. The vacation week must be submitted in writing (emailed) by Tuesday at 11:59 p.m. the week before.

Unregistering from Summer Open Door:

In the event you no longer need Open Door Services you need to provide a two-week notice in writing (email is fine, children@ghaps.org). The minimum weekly fee will be charged during those two weeks.

Please keep this document for your records.