



2026 - 2027 School Enrichment Workshop Policies

Thank you for choosing FUNdamental Minds to provide your child with before and after school workshops this year! The purpose of this program is to provide students with academic programming to supplement their learning.

Below are the guidelines regarding this program:

1. School Enrichment Workshops will be held Monday-Friday at our center located at 35008 Pure Water Way, Zephyrhills, FL 33541. We offer pick up of students from Chester Taylor Elementary, New River Elementary, Zephyrhills Christian Academy & Pinecrest Academy Wesley Chapel based on interest in the workshops. We will serve K-5 students at these schools within our program. Other schools are available upon request. There is a minimum of 5 students required for drop off after class or pick up before class.
2. A one-time registration fee of \$80 for new students or \$50 for returning students will be charged for every student attending the program. There are no sibling discounts for registration fees, and this fee is non-refundable once paid.
3. Students will receive daily lessons and academic support from our team of teachers. We ask that you provide us with copies of any diagnostic assessments your child takes (FAST assessments, iReady, NWEA, etc.) in order for us to prepare appropriate instructional materials for them. You may provide these documents via email to mjenkins@fundamentalminds.com.
4. Students will receive **one** individually wrapped snack as part of this program from our staff. Students should bring a reusable water bottle each day to stay hydrated. We do have a filtered water station available for students to refill their water bottles. If your child has any food allergies, **it is imperative that you inform the office staff at the time of registration**. Any items brought from home must be peanut free. Students are **not** permitted to share food at any time.

5. Drop-in care is available for a daily rate of \$50/occurrence and includes both before and aftercare for the day. This service will only be offered if there is space available on the van for those students to attend our program.
6. Students are required to always wear their seatbelt properly while on the van to and from school. No food or drinks are allowed to be consumed on the van under any circumstances. If your child needs to ride in a booster or car seat, it is your responsibility to provide us with a seat appropriate for your child's age/height/weight.
7. Students must always remain seated while in the van and should maintain a courteous volume level to not distract the driver. No profanity is allowed on the van or in the center at any time.
8. If your child will be absent for their workshops on any given day or time, please notify our office so that we can prepare appropriately for the workshops.
9. All students enrolled must be picked up at the end of their workshop time. The last workshop ends at 5:30 pm. All students must be picked up promptly. A late fee of \$30 per 15 minutes, or any portion thereof, will be charged for any late pick-ups after 5:35pm. Parents will be given two car tags that will be used for student dismissal in lieu of a photo ID. Photo ID will be required for any person arriving for pickup that does not have a car tag. Only those listed on the authorized pickup list or authorized in writing by a parent via email will be allowed to pick up students. There will be no exceptions. Parent / guardian is responsible to sign their child in and out of the program.
10. In the event Pasco County Schools are closed due to inclement weather our program will also be closed. **No refunds will be provided for weather-related closures.**
11. Families will have one vacation week per school year they can utilize for any planned vacations/absences and no tuition will be charged for that week. Please email us with notification of the dates your child will be absent no later than 30 days in advance. Notifications received after the 30 day period will not be honored. To submit your vacation notification, email mjenkins@fundamentalminds.com.
12. Students are expected to always be respectful towards adults and students while at the center and on the van. An incident report will be filed for any aggressive or inappropriate physical or verbal behavior in the workshop(s) **or** on the van and given a

warning. Depending on the severity of the behavior, students may be suspended from the program on their first or second offense. After 3 warnings, or at any point deemed appropriate, FUNdamental Minds reserves the right to expel a student from our School Enrichment program without a refund of any money paid up to the point of expulsion.

13. A 30 day written notice is required to unenroll your student from our School Enrichment Workshops program. Written notices must be sent to our Operations Director, Rachel Robinson, at r.robinson@fundamentalminds.com. Verbal notices will not be honored regardless of circumstances.

Below are the Early Release, Teacher-Planning, and holidays for the 2025-2026 school year. Students enrolled in our School Enrichment program may attend the Early Release Days at no additional cost, but a \$50 charge will be applied to any Teacher-Planning, non-student days, and/or holidays that your child attends. Registration for these special days is independent of your School Enrichment Workshop enrollment and must be completed by the due date. Late registrations will not be accepted.

Regular School Enrichment Workshop tuition payments will still be due for these days regardless of attendance since our center will be open and workshop opportunities will be provided.

Date	Description	Registration Deadline
September 7th	Labor Day (Pasco and Hillsborough)	August 28th
October 12th	Teacher Planning Day (Pasco and Hillsborough)	October 1st
October 28th	Early Release Day (Pasco Only)	Not Applicable
November 11th	Veterans Day (Hillsborough Only) Fundamental Minds Brandon is CLOSED	Not Applicable
November 23rd - November 27th	Thanksgiving Break - Fundamental Minds is CLOSED (All)	Not Applicable
December 21st - January 1st	Winter Break - Fundamental Minds is CLOSED (All)	Not Applicable
January 4th	Teacher Planning Day (Pasco and Hillsborough)	December 23rd

January 18th	Martin Luther King Jr. Day - Fundamental Minds is CLOSED (All)	Not Applicable
January 27th	Early Release Day (Pasco Only)	Not Applicable
February 12th	Fair Day (Hillsborough Only)	January 29th
February 15th	Presidents' Day (Pasco and Hillsborough)- Fundamental Minds is CLOSED	Not Applicable
February 24th	Early Release Day (Pasco Only)	Not Applicable
March 8th	Strawberry Festival (Hillsborough Only)	February 26th
March 22nd - March 26th	Spring Break - Fundamental Minds is CLOSED	Not Applicable
March 29th	Teacher Planning Day (Pasco and Hillsborough)	March 19th
April 16th	Non-student Day (Pasco and Hillsborough)	April 2nd

Payment Dates

Payments are made bi-weekly based on the published amount. We do not pro-rate tuition payments when school is closed because pricing is based on the cost of service as a total and then divided into equal, bi-weekly payments.

8/14/26	11/20/26	2/26/27
8/28/26	12/4/26	3/12/27
9/11/26	12/18/26	3/26/27
9/25/26	1/1/27	4/9/27
10/9/26	1/15/27	4/23/27
10/23/26	1/29/27	5/7/27
11/6/26	2/12/27	5/21/27*

*Single Week Payment

By signing below, you acknowledge that you have read and agree to the guidelines set forth for the School Enrichment Workshop Program.

Parent Name & Signature

Student Name