

Elfers Christian Preschool

PARENT / CENTER AGREEMENT

The following conditions involved in the care of _____ are understood and agreed upon between ELFERS CHRISTIAN PRESCHOOL AND _____.
(Parent or Guardian)

The **Center** agrees that:

1. In return for the tuition which the parent agrees to pay, the school will give regular care to the above named child from ____A.M. to ____P.M. for _____days per week, except for Saturday, Sunday, and the following days:

New Year's Eve & Day	Memorial Day	Last Day of Summer	Thanksgiving and Friday After
Good Friday	Independence Day	Labor Day	Christmas Eve and Day
- If payment is made after 6:00 P.M. Tuesday, the parent(s) of said child agree to pay the late payment fee of \$20.00 to the Center. Returned checks will be billed a \$40.00 NSF Fee.
- In an emergency, care will be given in addition to the hours indicated, a five minute grace period will be given, then a charge of \$15.00 every ten minutes per child.
2. The teacher will examine the children daily for symptoms of contagious diseases or illnesses before they are admitted for the day. If a child has a fever, that child will not be admitted until fever free for 24 hours.
3. The school will exercise reasonable care and judgment, in all matters related to the welfare and safety of the child.
4. In case of an accident or illness to the child, the worker will promptly take such reasonable measures as are, in her judgment, in the best interests of the child, and will notify the parents as soon as possible.
5. The school will provide, in addition to the physical care the following services: A morning and afternoon snack, as well as emotional, social, spiritual and mental development opportunities in a group situation.
6. The school will provide secondary accident insurance coverage.
7. The school will give written notice in the event of any exposure to a contagious disease in your child's class.
8. The school will not release the child to anyone other than the parent or guardian unless there is written permission from the parent or guardian.
9. The school provides toys and equipment in sufficient quantity that allows for a variety of play and learning activities during the day. Children may share favorite books and CD's from home.
10. Our school admits children of any race, color, national or ethnic origin to all rights, privileges, programs and activities generally made available to all children at our school.
11. Our preschool discipline policy is as follows:
 - a. Verbal warning of inappropriate behavior.
 - b. Redirect child to another activity or separate children having an issue, while explaining how we want the behavior to change.
 - c. Quiet time- to calm down and think about how they are to act when they join the group for the next activity.
 - d. Sent to office for corrective action by talking to Director or a phone call to parent.
 - e. Continued visits to the office, or calls to parent with no visual signs of behavior change will result in a parent/teacher conference or dismissal. (On the discretion of the Director on duty)

The **Parent** agrees that:

1. The parents will pay the school in advance on Monday of each week the sum of \$_____ for regular are given to the above named child from ____A.M. to ____P.M. for ____ days per week, except for Saturday and Sunday, and the holidays listed. Responsibility for payment on time is the parent or guardian who signs this agreement form. If a parent or guardian sees the tuition or fees cannot be paid on time, it is the responsibility of the parent or guardian to make acceptable arrangements for delayed payment with the director by writing a letter to our school board before payment is due. The contract for services to the child will be immediately terminated unless letter is approved. The school reserves the right to increase the weekly tuition as deemed necessary
2. The parent will not violate the hours of care agreed upon.
3. If the child needs a prescribed medicine during the day, he will not be brought to the center without a written note for the school file from the Doctor stating that he is able to be in a group situation, but still needs the medicine.
4. In the event the child has a contagious illness, the parent will notify the school. The child will not be allowed to return until all danger of contagion is past. Dr.'s note may be required.
5. In all emergencies, the school has permission to take such reasonable measures as are, in the judgment of the Director, necessary to the welfare and safety of the child.
6. The center reserves the privilege of dismissing any child if after entering he or she seems unable to participate in group experiences.
7. Liability for the acts of the child while under the care of the school is the parent's responsibility.
8. The school is not liable for accidents or illnesses occurring to the child while in our care, unless it can be proved that the accident or illness was the direct result of the worker's negligence.
9. The parent will give two weeks notice when the child is to be withdrawn or is to go on vacation, otherwise, payment is due for those two weeks. Up to two weeks of vacation is waived after one year enrollment. Simply keeping your child home does not negate the need to pay tuition.

PARTIES, ELFERS CHRISTIAN PRESCHOOL and PARENT Understand and Agree that:

1. This agreement is a contract binding for both the operator and parent.
2. The contract may be terminated by either the parent or school upon notification of intention at least two weeks in advance, at any time by mutual agreement of both parties or for behavior issues unresolved.
3. Children are not allowed to come to school with unnatural colored hair (Red, blue, green etc.) or odd shavings. Boys are not allowed to wear pierced earrings. Only one set of earrings for girls. No tattoos please.
4. We have an open door policy, you are welcome to come and visit at any time during our hours of operation.
5. If Pasco County Schools are closed due to weather or natural disaster, the preschool will be closed.

PARENT EMAIL _____

CHILD'S NAME _____

NOTARY _____

EXPIRATION DATE _____

(Signature of Parent or Guardian)

DATE OF SIGNATURE _____

(Authorized Signature of School)

Notary Seal