



## Enrollment Agreement

I have received and read International School for Peace's 2022/2023 Family Handbook, including the Emergency Evacuation Plan, the Telephone Authorization Code information, and the Covid-19 Action Plan. By signing below, I agree to follow the guidelines within and to comply with all state mandated or school-required policies.

### I understand that:

1. I have read ISP's Family Handbook and agree to abide by the policies within, to include our Covid-19 Action Plan as informed by the CDC and PCHD.
2. I agree to wear a mask when I enter an ISP building.
3. My child's current and complete blue Emergency Card and Immunization Record (or exemption form) must be on file before my child attends the first day of class.
4. My tuition is due the first day of each month, August through May, **and any payment received after the 5<sup>th</sup> of the month** will be assessed an additional **\$35.00 late fee**.
5. All children should be picked up promptly at 12:00 pm, 2:30pm, 6:00pm or before, depending on the program they are attending. I understand that a **late pick-up fee of \$1/minute** will be charged for picking up my child later than the above times.
6. If I wish to change my child's schedule, I can submit the request in writing to the preschool office. If the request involves a **reduction** or **withdrawal** from a program, **2 weeks written notice** is required, & I am responsible for paying the tuition for that 2-week time period whether my child attends or not.
7. All tuition is due in full for the month of May regardless of my child's last day that month.
8. In accordance with the peaceful communication policies of the preschool, if I have an issue to work out with another person, I will wait until I can address the problem calmly. I will then seek a solution by speaking directly to the other person involved before making an appointment with the director.
9. The person picking up my child will be required to show a photo I.D. before my child will be released to his/her care. I understand that the school will not be liable when releasing my child this way.
10. I agree to use my full signature to sign my child in & out every day. \_\_\_\_\_ (Int.)
11. I give permission for my child's teacher to apply sunscreen prior to playing outside. \_\_\_\_\_ (Int.)
12. I have read ISP's Family Handbook & agree to abide by the policies within. \_\_\_\_\_ (Int.)
13. I have read, understand & agree to abide by ISP's Covid-19 Action Plan \_\_\_\_\_ (Int.)
14. I have read, understand, & agree to the terms outlined in ISP's Assumption of Risk & Waiver of Liability Relating to Coronavirus (Covid-19). \_\_\_\_\_ (Int.)

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Child's Name \_\_\_\_\_