



AGREEMENT FOR ENROLLMENT, TUITITON AND TERMINATION OF SERVICE

At the time of enrollment, the current registration fee and two (2) weeks' current tuition are required. One week of this tuition will be used toward your child's first week's tuition payment, and the other week can be used toward your child's last week at our School (security deposit).

All tuition is due and payable each week *Monday through Wednesday of the week we are in*. Any tuition not paid by *Wednesday* of the week, will incur a \$15.00 late payment fee for that week. Any tuition payment not made by *Friday* of that week, with the \$15.00 late payment fee added, could result, at the sole discretion of the Owner or the Administrator, in your child not being able to return to the School on the following Monday.

If your child's enrollment at the School is terminated due to non-payment of tuition, unless specific arrangements have been made for payment of tuition, the one (1) week's security deposit will be forfeited.

A *written* two (2) weeks' notice of termination is required to remove your child from the enrollment at the School. Upon completion of the two (2) weeks' notification period, any advanced tuition (security deposit) will be applied toward the current last week's tuition payment.

Failure to give the School a two (2) weeks' written notice of intent to leave the School for any reason, will result in the parent or guardian still owing the School a ***full two (2) weeks' tuition payment***.

Exclusion from Center Policy

This Child Care Center shall be open to any child regardless of sex, race, color creed or religion. However, any child may be excluded at any time, at the sole discretion of the Administrator and/or Owner immediately and without notice. Reasons for such exclusion may include, but are not limited to, any of the following:

1. Lack of personal hygiene, contagious illness or diseases, or parasites if they are not immediately taken care of by parent or guardian.
2. Any type of disruptive behavior of a child toward himself/herself, other children, caregivers or other adults, or School property.
3. A child who regularly bites, or in any way injures other children.
4. If the parent or guardian and Administration agree, that the School is not conducive to the child's best interest or, the child's special needs.
5. If the School's rules, policies and/or procedures are not adhered to by the child's parents, guardians, or other individuals.
6. If the School's operations or atmosphere, or programs are disrupted.

7. If any parent, guardian, or other individual is or becomes offensive, intimidating, demanding, hostile, or threatening to the School's operations, staff and/or Administration, or says or does anything that is perceived by Administration and/or Owner in their sole discretion, to be intimidating, hostile, demanding, or threatening to the School's operations, staff and/or Administration.

8. If a child's parents, guardian, or other individual says or does anything that creates an atmosphere, in the sole opinion of the School's Administration and/or Owner, whereby a comfortable and/or working relationship can no longer be achieved between Administration and parent, guardian, etc.

9. If a child's parents, guardians, or other individuals approach and/or solicit any of our School's staff or employees, or allow themselves to be approached by any of our staff, to discuss with this staff leaving our employment to take care of their child in their home, the staff's home, or anywhere else, without prior written consent of the Administration and/or Owner.

Further, without the prior written consent of the Administration and/or Owner, no parent, former parent, guardian, or other individual may solicit and/or employ any of the School's employees or staff members within one (1) year of that employee or staff leaving our employment. Any parent, former parent, guardian, or other individual violating this provision may be held liable for damages to the School, and may be responsible for all costs of training that employee, including but not limited to, the following: initial interviewing and hiring expense, fingerprinting and police report costs, reimbursement of all classes given to that employee in Child Development, First Aid, Communicable Diseases, CPR, Child Abuse Classes, and any other costs the School has expended in the hiring and training of that employee.



Child's Name _____

Date of Enrollment _____ *Registration Fee* _____

Weekly Tuition _____

Advanced Tuition _____

Total Amount Paid _____

Please sign your name below if you have read thoroughly and understood the above policies, and agree to the above stated terms, and to all terms and conditions set forth in your Parent Handbook. Your signature will also indicate that you have received a copy of the Agreement and the Parent Handbook which lists all of the School's programs, rules, policies and procedures, along with a copy of our current Fees & Charges papers and all other enrollment forms.

Parent's Signature (date)

Owner or Administrator (date)
Hyde Park Play School, Inc.

I would like for my 4-digit security code to enter main doors of building to be:

Mother's Name: _____

Mother's Signature: _____

Mother's 4 digit code: _____

Father's Name: _____

Father's Signature: _____

Father's 4 digit code: _____

**If mother and father prefer to use the same code, please write the same code on each line.

**When using our code system, press your 4 digit code and then enter the # sign and a green light will come on and you may enter. This code will work during our hours of operation.