



ENROLLMENT AGREEMENT for 2026-27

Welcome to Curie Preschool!

This Enrollment Agreement outlines the financial responsibilities, enrollment terms, and general conditions associated with your child's enrollment at Curie Preschool. By signing this Agreement, Parent(s)/Guardian(s) acknowledge that they have read, understood, and agree to comply with the terms outlined below, together with the Parent & Family Handbook and other enrollment documents provided by Curie Preschool.

1. TUITION & PAYMENT POLICIES

1. Tuition is due on the **1st day of each month** and is considered late after the **3rd day of the month**.
2. Tuition reserves your child's placement in the program and is payable regardless of attendance.
3. Tuition is not prorated, refunded, credited, or reduced for absences, vacations, holidays, Winter Break, temporary illness exclusions, inclement weather, emergency closures, or other scheduled or unscheduled school closures.
4. An **Enrollment Security Deposit** is required for each student at the time of enrollment.
5. The Enrollment Security Deposit is held to encourage compliance with this Agreement and may be applied toward the student's final two weeks of tuition, at the sole discretion of Curie Preschool, provided all terms of this Agreement have been satisfied.
6. Curie Preschool reserves the right to retain all or part of the Enrollment Security Deposit if the terms of this Agreement are not met, including failure to provide the required written withdrawal notice or failure to satisfy outstanding financial obligations.
7. Tuition obligations remain in effect until Curie Preschool receives the required written notice of withdrawal and all financial obligations have been satisfied.

2. LATE PAYMENTS & RETURNED PAYMENTS

1. A late fee of **\$50.00** may be assessed if tuition is not received by the **3rd day of the month**.
2. A **\$50.00** fee will be charged for returned checks or rejected electronic payments.
3. Continued late payment or delinquent accounts may result in suspension or termination of enrollment.

3. ENROLLMENT PLAN CHANGES

1. Families may change enrollment plans once during the school year without charge.
2. Additional enrollment or schedule changes may incur a **\$25 administrative fee**.
3. A minimum of **30 calendar days' written notice** is required for enrollment or schedule changes.

4. LATE PICK-UP POLICY

1. Parents/Guardians are expected to pick up their child promptly at the scheduled dismissal time.
2. A flat late pick-up fee of **\$20.00** will be charged for the first five (5) minutes after the scheduled dismissal time.
3. After the initial five (5) minutes, an additional fee of **\$2.00 per minute** will be charged until the child is picked up.
4. Late pick-up fees are due by the next school day.
5. Repeated late pick-ups may result in suspension or termination of services.
6. If no authorized person can be reached within a reasonable time after school closing, Curie Preschool may contact the appropriate authorities to ensure the child's safety.

5. FIELD TRIPS, SPECIAL PROGRAMS & CAMPS

1. Additional charges may apply for optional field trips, special activities, seasonal camps, and extended programs.
2. Parents will receive advance notice and permission forms when applicable.
3. Participation in optional activities may require separate registration and payment.

6. WITHDRAWAL & TERMINATION



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1. Parent(s)/Guardian(s) must provide at least **30 calendar days' written notice** before withdrawing a child.
2. Tuition remains due during the required notice period regardless of attendance.
3. Subject to the terms of this Agreement, the Enrollment Security Deposit may be applied toward the student's final two weeks of tuition. Failure to comply with this Agreement may result in forfeiture of all or part of the Enrollment Security Deposit.
4. Curie Preschool reserves the right to terminate enrollment for reasons including, but not limited to:
 - Nonpayment of tuition or fees
 - Repeated late pick-up
 - Failure to comply with school policies
 - Failure to maintain required health or immunization records
 - Failure to cooperate with school staff or administration
 - Unsafe, disruptive, aggressive, or inappropriate behavior
5. Curie Preschool reserves the right to determine whether the program can reasonably meet the educational, developmental, behavioral, medical, or safety needs of a child within available staffing and resources. When the school determines that it cannot safely or appropriately meet a child's needs, parents/guardians may be asked to withdraw the child from the program.

7. HEALTH & SAFETY

1. Curie Preschool maintains policies and procedures designed to promote the health, safety, and well-being of all students.
2. Parent(s)/Guardian(s) authorize Curie Preschool to obtain emergency medical treatment if necessary and if they cannot be reached.
3. Parents/Guardians agree to notify the school promptly of any reportable communicable illness affecting the child or an immediate household member, as required by Virginia law.
4. Parents/Guardians agree to maintain current emergency contact information and notify the school immediately of any changes.

8. SCHOOL POLICIES & CONDUCT

1. Parent(s)/Guardian(s) agree to comply with the Parent & Family Handbook and all school policies.
2. Curie Preschool reserves the right to refuse or discontinue services when necessary to maintain a safe, respectful, and productive learning environment.
3. Student records may be withheld until all outstanding financial obligations have been satisfied, except where prohibited by law.

9. LEGAL & ADMINISTRATIVE TERMS

1. Any modification to this Agreement must be in writing and signed by both parties.
2. This Agreement shall be governed by the laws of the Commonwealth of Virginia.
3. Parent(s)/Guardian(s) agree to pay reasonable collection costs, attorney's fees, and court costs incurred in collecting unpaid balances, where permitted by law.
4. If any provision of this Agreement is determined to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.
5. This Enrollment Agreement, together with the Parent & Family Handbook, Tuition & Fee Schedule, and other enrollment documents provided by Curie Preschool, constitutes the entire agreement regarding the child's enrollment.

PARENT/GUARDIAN ACKNOWLEDGMENT/We acknowledge that I/we have:

- Read and understood this Enrollment Agreement.
- Received and reviewed the Parent & Family Handbook.
- Received and reviewed the Tuition & Fee Schedule.
- Agree to comply with all Curie Preschool policies and procedures throughout my/our child's enrollment.



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PARENT/GUARDIAN ACKNOWLEDGMENT

I/We acknowledge that I/we have read, understood, and agree to comply with the policies and terms outlined in this Enrollment Agreement.

PARENT/GUARDIAN SIGNATURES

Parent/Guardian Signature: _____

Printed Name: _____

Date: _____

Parent/Guardian Signature: _____

Printed Name: _____

Date: _____

STUDENT INFORMATION

Child's Name: _____

Program/Class: _____

Location: ☐ Herndon ☐ South Riding

SCHOOL REPRESENTATIVE

Administrator Signature: _____

Printed Name: _____

Date: _____

Last Updated: May 2026

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