



TERMINATION POLICY

Sometimes, there are reasons that warrant the termination of a child's enrollment from our program. We do everything possible to work with the family of the child to prevent this policy from being enforced.

PARENTAL ACTIONS FOR TERMINATION

- Failure to pay/habitual lateness in payments.
- A late fee will apply, and ultimately, late balances will be reported to collections.
- Failure to complete required forms including the child's immunization records in a timely manner.
- Habitual tardiness when picking up your child.
- Complete disregard for schools' policies.
- Parent threatens physical or intimidating actions towards staff members or the school.
- Parents exhibits verbal abuse to staff.

CHILD'S ACTIONS FOR TERMINATION

- The child is at risk of causing serious injury to other children or him/herself.
- Uncontrollable tantrums/angry outbursts.
- Ongoing physical or verbal abuse to staff or other children.
- Uncontrollable biting.

Prior to termination, a parent will be notified in person, and correspondence will be sent home indicating what the problem is, and every effort will be made by the center to assist the parent in correcting the problem. If, after a considerable amount of time or at the discretion of the center and depending on the risk to other children's welfare and safety, the behavior does not improve, and the center finds that they can no longer accommodate the child, the parent will be asked to remove him/her. The parent will be given a minimum of one week's notice to find another center to provide care for this child.

Child's Full Name _____

Parent Full Name _____

Parent Signature _____

Date Signed _____

Parent Full Name _____

Parent Signature _____

Date Signed _____