

Discover Montessori Preschool

Tuition and Policy Agreement Form

COMPLETE AND SUBMIT THE CONTRACT TO THE SCHOOL, TOGETHER WITH THE TUITION FEE AND FORMS SPECIFIED. A COPY OF THE CONTRACT CAN BE REQUESTED FOR YOUR RECORDS.

The undersigned herewith acknowledges the reservation of my child (Name) _____
As a pupil in the preschool program of Discover Montessori and agrees to abide by the policy and regulations started in the Parent Handbook, and further agree to comply with the following conditions:

1. The fee I will pay for my child's preschool is \$ _____ per month as well as ½ of June's fees upon Registration with Discover Montessori; I also agree to provide 9 post-dated cheques with the same amount from October-1/2 June's fees.
2. The registration fee is \$80.00 and is non-refundable.
3. I understand there is no reduction of fees for absences or vacation during school periods from September to June.
4. I **DO/DO NOT (please circle one)** give my child consent to participate in walking trips to the public library and local park throughout the year.
5. I **DO/DO NOT (please circle one)** give my consent for the publication of my child's photograph. I understand that it may be published in the newsletters, newspaper, school web page, advertisement, and flyers.
6. I **DO/DO NOT** allow the staff of DMP to provide assistance to my child in the washroom.
7. I agree to inform the Center of changes in address, phone numbers, emergency information.
8. If my child becomes ill (fever, flu, etc.) at home or at the center, I will be responsible for making alternate arrangements for care until such time that my child is no longer contagious (for at least 24 hours) and in serious cases, has a doctor's permission to return.
9. I agree that I will need to give a full **month, 30 days written notice prior to withdrawing my child; otherwise, I will be required to forfeit ½ of June's payment. If such notice is given after March 1st, fees will not be refundable, as it is too late to fill that spot.**
10. The school reserves the right to request a child withdraw under (and not limited to) the following circumstances: continual late payment, child not adjusting to the environment, or family not adjusting to the school philosophy, disruptive and behavior violence, a flight risk. Before being asked to withdraw, meeting and observations will be held with the parents to determine the most appropriate course of action. However, ultimately it is up to the Directresses of DMP.
11. I have read and understood the Parent Handbook and agree with the school policies and procedures.
12. I understand that there will specific dates which the school will be closed for statutory holidays, field trips, pro-d days, Spring break and Christmas break.

I declare that the statements and representation made in the Contract and other forms as specified are to the best of my belief, true, complete and correct.

Print Name

Parent or Guardian Signature

Date

Print Name

Administer Signature

Date

Office Use Only

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