

Monkton Ridge Nature Preschool

2015-2016 Enrollment Contract

*Please submit with Admission Form and required payment

Outdoor Preschool accepts cash, bitcoin, personal checks and credit cards.

Checks may be payable to Monkton Ridge Nature Preschool.

Child's Full Name: _____

Enrollment Date : _____ Starting Date: _____

Schedule: 8:30am-3:30pm

_____ **Fall:** September, October, November

_____ **Winter:** December, January, February

_____ **Spring:** March, April, May

_____ **Summer:** June, July, August

Withdrawal Date: _____

I/We contract to enroll _____ (print child's name) at Monkton Ridge Nature Preschool for the above chosen times in 2015-2016. [I/We agree to pay \$_____ total tuition for the 2015-2016 calendar year.]? I/We have enclosed \$_____, the equivalent of one month's tuition for the child's last month.

If applicable, I/We agree to pay \$_____, a non-refundable holding rate, due upon enrollment into the program for families wanting a space to be held for their child more than two months in advance of their child's starting date.

I/We choose to pay the tuition fee using:

_____ 1) Annual payment, paid at least two weeks in advance of starting classes.

OR

_____ 2) Monthly payments of \$_____ paid at least two weeks in advance of the first month, then subsequent payments are due on the 15th of each month thereafter.

Please note: Credit Card payments have an additional fee to cover card-company transaction fees.

Please contact us as soon as possible to discuss a special payment plan if needed.

Initials Required Below:

_____ I/We understand that no refunds will be given for dates missed due to illness, vacation, national holidays, and inclement weather.

_____ I/We understand that there is a \$20.00 late fee for payments made 7 days overdue and a \$25 NSF (non-sufficient funds) fee for returned checks. If tuition is one month late, we will use your last month's tuition for the unpaid month and your child's enrollment will end.

_____ I/We acknowledge the following process for a Notice of Schedule Change or Request Withdrawal: A written request is required 2 months in advance of a change in schedule or requested withdrawal in order to give our program enough time to fill the space. If we fill the space before 2 months is through, you may have the opportunity to withdraw earlier. If sufficient notice is not given prior to withdrawal, families are still required to pay for all scheduled days corresponding to the full 2 month period whether or not their child is still attending.

_____ I/We understand that Monkton Ridge Nature Preschool reserves the right to terminate a child's enrollment at will.

Medical Emergency Authorization

_____ In the event on an injury, I authorize staff to administer first aid to my child as deemed necessary. First Aid may include, but is not limited to: washing affected area with mild soap and water, using sterilized tweezers to remove debris or splinters, dressing wound with a bandage. In the event of a medical emergency, I authorize emergency medical personnel to care for my child and to transport him/her to the hospital. I understand that every effort will be made to contact me in case of emergency. I hereby authorize the Monkton Ridge Nature Preschool to obtain emergency medical care for _____ (name of child).

Privacy Authorization

_____ I understand that the program has a password-protected web portal, accessible only to currently enrolled families. Families may not duplicate or distribute any of the content within this portal. The program shares daily notes, photos and videos from the day's activities on this portal. I understand that my child's name and photos will be shared with other currently enrolled families who visit the secure portal.

_____ I understand that prospective families may visit the program while my child is present. All visitors will be asked to sign a confidentiality agreement and will never be alone with children.

Please review the following practices and initial each item to which you consent. If you do not consent, we will not share the information about your child.

_____ We may post photographs of your child in the classroom.

_____ We may post artwork or project activities in the classroom that identify your child by name.

_____ We may post photos of your child in our program marketing literature and on the website.

Initials Required Below:

_____ I understand that there are risks associated with spending time in group child care and outside in the elements. I give permission to educators to take my child for walks in the woods and on the ridge trails. These walks will involve crossing small streams, building bridges, wading in shallow water, climbing on trees, rocks, hills and other unknown factors, which can contribute to injury, such as but not limited to scrapes, bumps and bruises.

_____ I've read the Family Handbook and I agree to accept and abide by the policies, terms and conditions therein. I've been given a general description of types of outdoor activities, risks involved and the clothing required.

_____ I give educators permission to assist in applying sunscreen or bug spray on my child when requested and/or when supplied by me.

By signing below, I hereby agree to the above terms and conditions and I affirm that the Monkton Ridge Nature Preschool program, its employees and volunteers may not be held liable for injuries my child suffers while in care. All parties are bound to the terms and conditions herein for one year from the above date. If Monkton Ridge Nature Preschool alters the contract, families will be notified before the changes take effect and a new contract will be signed prior to implementing the changes. If families need to request a change in payment schedule, an amendment will be created with written agreement by all parties.

Parent/Guardian Printed Name: _____

Signature: _____

Date: _____

Parent/Guardian Printed Name: _____

Parent/Guardian Signature: _____

Date: _____

Director's Name: _____

Director's Signature : _____

Date: _____