

# Parent-Program Agreement

## AGREEMENT BETWEEN PARENT AND DAN RIVER WEEKDAY EARLY EDUCATION SCHOOL

The following conditions involved in the care of \_\_\_\_\_ are understood and agreed  
(Child's Name)  
on between Dan River Weekday Early Education School and \_\_\_\_\_.  
(Parent or Guardian)

### **The program agrees that:**

1. In return for the sum of which the parent agrees to pay, the program will be open to give care to the above named child on the specified days and hours with the exception of:

Labor Day	Lee Jackson Day	
Martin Luther King, Jr. Day	Columbus Day	Thanksgiving Holidays
Christmas Holidays	Easter Holidays	
New Year's Holidays	President's Day	

(any other HOLIDAYS taken by Halifax Public Schools)

Notification will be given in advance for all unplanned school closings except in the case of closings due to weather conditions. (WEE School follows HCPS inclement weather policy!)

2. The director or teacher will examine the children for symptoms of contagious diseases or illnesses before they are admitted for the day. If a child has a fever, that child will not be admitted until free of a fever for 24 hours.
3. The school will exercise reasonable care and judgement in all matters related to the welfare and safety of the child.
4. In case of an accident or illness to the child, the teacher or director will promptly take such measures as are reasonable and will notify parents as soon as possible.
5. The program will provide accident insurance coverage.
6. The program will give written notice in the event of any exposure to a contagious disease within the group.
7. The program will not release the child to anyone other than the parent or guardian unless written permission is received from the parent or guardian.
8. The school will provide resources in sufficient quantity to allow for a variety of play and learning activities during the school day.
9. The school will provide physical, emotional, social, mental, and moral/spiritual development opportunities in a group situation.

**The Parent agrees:**

1. The parents will pay the school's monthly tuition fees on the first of the month for regular care given to the above named child from 7:30 a.m. to 5:30 p.m. Monday through Friday. Tuition will be deemed past due after the tenth of the month with a \$25.00 late fee attached on the eleventh of the month. Responsibility for the payment on time is that of the parent or guardian who signs the agreement form. If the parent or guardian sees that the tuition or fees cannot be paid on time, he or she has the responsibility to make acceptable arrangement for delayed payment with the director before the payment is due. If acceptable arrangement for the payment has not been made upon payment due date plus a two-week grace period, the contract for services to the child will be immediately terminated.
2. In case of illness or accident when a parent cannot be contacted by the school and if, in the judgement of the teacher or director, the illness or accident requires a physician, Dr. \_\_\_\_\_ may be called at the parent's expense.
3. In the event that a child has a contagious illness, the parent will notify the school. The child will not be allowed to return until all danger of contagion is gone.
4. In all emergencies, the program has permission to take such reasonable measures as are, in the judgment of the teacher or director, necessary for the welfare of the child.
5. The weekday program reserves the privilege of dismissing any child if after entering he/she seems unable to participate in group activities.
6. Liability for a child's action while under the care of the program is the parent's responsibility
7. The program is not liable for accidents or illnesses occurring to the child while he/she is in its care unless proof is presented that the accident or illness was the direct result of the worker's negligence.
8. The parent agrees to bring their child not earlier than 8:45 for regular arrival and pick up their child by noon for W.E.E. School only students and/or the parent agrees to bring their child no earlier than 7:30 a.m. for full day students and pick up their child by 5:30 p.m. There is a \$10.00 late fee when the child is left after the designated pick up time. This is due when you arrive that day.
9. The parent will give a two week written notice when the child is to be withdrawn. Payment for those two weeks is expected regardless of the child's presence. Refunds will be given only for paid days beyond the two-week notice.

**Both parties, Dan River Weekday Early Education School and parent, understand and agree that:**

1. The agreement is a binding contract for both the operator and the parent.
2. The contract may be terminated by either the parent or the program with notification of intention at least two weeks in advance, or at any time by mutual agreement of both parties.

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(Parent's Signature)

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(Date)

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(Authorized Signature of Program)

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(Date)