

For HD Personnel: Date Received: \_\_\_\_\_ Time Received: \_\_\_\_\_ Place Number: \_\_\_\_\_

## TTH Humpty Dumpty Parent Contract for 2019-2020

Child's Name \_\_\_\_\_ Parent Help option request \_\_\_\_\_

*As a member of a parent co-op, many benefits are available to you. Additionally, several responsibilities must be met in order to maintain the co-op. Please read and sign this contract.*

**Tuition Responsibilities:** Initial here to indicate your acceptance. \_\_\_\_\_

Annual non-refundable enrollment fee: \$50

Annual supply fee: \$75

Monthly tuition fee (All options have limited availability and are by approval only.):

- Expanded Parent Help (EPH): \$135.00
- Parent Help (PH): \$175.00
- Buyout (BO) aka Non-Parent Help: \$215.00

One month's written notice is to be given to the teacher if withdrawing.

**Parent Help Responsibilities:** Initial here to indicate your acceptance. \_\_\_\_\_

Parent Help 2 times per month for Expanded Parent Help

Parent Help 1 time per month for Parent Help

Parent Help 0 times for Buyout

Parent helpers must arrive on time (8:45 am) and stay until cleaning is completed after class. There is a late fee ranging from \$10-\$50 for late arrivals. 8:46 is considered late.

If unable to parent help on your assigned day, arrange for a substitute or pay \$50 on your child's next class day.

Arrange childcare for your other children during parent help times.

Snack will be assigned on a rotating basis. When providing a snack, please bring a healthy store-bought snack.

Snack beverage is optional, if a beverage isn't provided by the snack helper, water will be provided by Humpty Dumpty.

**Annual Commitments:** Initial here to indicate your acceptance. \_\_\_\_\_

Provide classroom supplies requested in the "back to school" letter (12X12 scrapbook and standard backpack).

Attend fall orientation and scheduled parent meetings.

Fulfill your volunteer service. Expanded Parent Help = 2 hours/month, Parent Help = 1 hour/month, Buyout = 0 hours/month

**Other Duties & Acknowledgements:** Initial here to indicate your acceptance. \_\_\_\_\_

Your child may not attend when sick. Please notify the teacher if your child has a communicable disease.

Read the parent handbook and follow policies and procedures.

Your child must be potty trained by the beginning of school.

Humpty Dumpty is not able to accommodate special health related circumstances.

You must read the Department of Health rules on or by your first parent help day.

This is a Christian preschool and includes regular prayer times, Bible memory verses, lessons and curriculum. We observe Christian holidays and traditions.

Fees are assessed for late pick up, early drop off and insufficient funds, etc. Please see parent hand book for fee schedule.

Humpty Dumpty follows the public school age cut-off of July 31<sup>st</sup>. A child must be 3 on or before 7/31 for T/TH and 4 on or before 7/31 for MWF, unless otherwise approved by the Director and Humpty Staff. If a parent wishes for their child to attend all 5 days, they must meet with the Director for approval.

Humpty is not responsible for personal injuries that may occur to the parent during Parent Help days.

If a parent volunteer chooses to transport extra passengers in his/her car either to/from school, or to/from a field trip, this volunteer assumes liability for the passengers they are transporting. It is their responsibility to be sure their auto insurance policy is paid and up-to date.

The Humpty Dumpty Board of Directors or school entity is not liable for any damages related to decisions made by the Board.

Parent Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Date: \_\_\_\_\_

Best Contact Method: (phone or email) \_\_\_\_\_

How did you hear about Humpty Dumpty? Did someone refer you? If so, who? \_\_\_\_\_

### **Discipline Contract**

Our goal for the children is development of appropriate social skills. By instruction and example the children will learn how to interact socially with peers, take direction from adults and function happily within the daily routine of a school setting. The teacher will notify the parent or guardian if their child seems to be having difficulty, as Humpty Dumpty wishes to keep discipline a positive partnership between school and home. At the discretion of the teacher and the board, a child may be dismissed from Humpty Dumpty after an individualized intervention plan has been documented and completed. In this case, any unused portion of tuition will be refunded, however the enrollment fee will not.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Since every member of our school holds a position on a team, it is necessary for us to post at least one way for people to contact you for questions or concerns. We will post your preferred method of contact on the Humpty Website. This page of the website is **password protected** and will only be accessed once a person has entered a valid login ID and password (which will change from year to year). Please mark your preferred method of contact below and sign at the bottom.

### **RELEASE FORM**

I will allow the following contact information to be posted on a **PASSWORD PROTECTED** page of the Humpty Dumpty Website. I understand that only current Humpty families and staff will have access to this section.

Complete at least one:

Email

My email is \_\_\_\_\_

Home Phone

My home phone number is \_\_\_\_\_

Cell Phone

My cell phone number is \_\_\_\_\_

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date