

**Parent Handbook Acknowledgement 2021-2022**

*Please sign, date, and return this form to your child's teacher.*

Student Name \_\_\_\_\_ Classroom \_\_\_\_\_

I have been provided a copy of the Parent Handbook of Operational Policies for 2021-2022, which includes how to report child abuse, neglect, and exploitation, the Discipline & Guidance Policy, how to contact the state licensing representative, emergency preparedness plan, and how to contact the office.

Parent/Guardian  
**Printed Name** \_\_\_\_\_

Parent/Guardian **Signature** \_\_\_\_\_

Date \_\_\_\_\_

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I understand that the parents/guardians are responsible for the nutritional value of the snacks and lunches provided from home. I also understand that Day School may occasionally provide special class snacks for the children, but these snacks may not always meet the child's *daily nutritional* needs.

Parent/Guardian  
**Printed Name** \_\_\_\_\_

Parent/Guardian **Signature** \_\_\_\_\_

Date \_\_\_\_\_

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I understand that tuition is due on the 1<sup>st</sup> of the month and late by the 5<sup>th</sup> of the month. There will be \$25 late fee assessed on the 6<sup>th</sup> of each month and an additional late penalty of \$1 per day after that.

I understand that should my payment be declined for any reason I also owe a \$25 returned payment fee.

I understand dismissal is at 2:00 and my child is to be picked FROM THE CLASSROOM BY \*2:15. A \$25 fee will be assessed at 2:15 and \$1/per minute after that.

**I understand tuition is non-refundable in a month that school was in attendance for at least 4 days (4 days do not have to be consecutive).**

I understand the registration fee is non-refundable.

I understand Advanced May tuition is non-refundable after the specified date of July 15, 2021.

Parent/Guardian  
**Printed Name** \_\_\_\_\_

Parent/Guardian **Signature** \_\_\_\_\_

Date \_\_\_\_\_

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I understand the Day School COVID-19 policy as outlined in the "Illness" section on p.12 & 13 of the Parent Handbook.

Parent/Guardian  
**Printed Name** \_\_\_\_\_

Parent/Guardian **Signature** \_\_\_\_\_

Date \_\_\_\_\_