



# Parent Program Agreement

1132 Pickett Road Norfolk, VA 23502 | 757.447.0686

Agreement between **parent/guardian** and **Blue Ribbon Results Preschool/ CCC, Norfolk, Virginia.**

The following conditions involved in the case of \_\_\_\_\_ are  
(name of child)

understood and agreed upon between Blue Ribbon Results Preschool and \_\_\_\_\_  
(name of parent/guardian)

on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**The program agrees that:**

1. In return for the sum which the parent agrees to pay, the preschool will provide an educational program and/or extended care between the hours of **6:30 am - 6 pm.**
2. The director or teacher will examine the children daily for symptoms of contagious diseases or illnesses before they are admitted for the day. If a child has a fever (101) that child will not be admitted until free of a fever for 24 hours.
3. The school will exercise reasonable care and judgment in all matters related to the welfare and safety of the child.
4. In case of an accident or illness to the child, the director or teacher will promptly take such reasonable measures, as are, in her judgment, in the best interest of the child and will notify the parents as soon as possible.
5. The school will provide physical, emotional, social, mental and moral/spiritual opportunities in a group or individual setting.
6. The **Blue Ribbon Results Preschool** is covered by the center’s insurance policy, independent from the church.
7. The program will give written notice in the event of exposure to a contagious disease within the group.
8. The program will not release the child to anyone other than the parent/guardian unless written permission is received from the parent or guardian, or the adult is on the child’s alternative pickup list.
9. The school will provide resources in sufficient quantity to allow for a variety of play and learning opportunities throughout the day.

**The parent agrees that:**

1. The parent(s) will pay tuition to the school monthly or bi-monthly, by the 5<sup>th</sup> or 20<sup>th</sup> of each month. Tuition is for the educational program for given to the above named child from the times selected Monday through Friday and tuition rates are as follows:

Pre-k, 2-4 yr olds, 5 Half Days ..... Monthly Tuition: \$325  
 Pre-k, 2-4 yr olds, 2 Half/Full ..... Monthly Tuition: \$150 / \$275  
 Pre-k, 2-4 yr olds, 3 Half/Full ..... Monthly Tuition: \$212 / \$400  
 Pre-k, 2-4 yr olds, 5 Full Days..... Monthly Tuition: \$625, Disciple HRC \$565  
 Kindergarten, 5 Full Days ..... Monthly Tuition: \$625, Disciple HRC \$565  
 Kindergarten, 5 Half Days ..... Monthly Tuition: \$400  
 Before/After Care ONLY..... Monthly Tuition: \$260  
 Non-Refundable Registration Fee..... \$125 New Student; \$100 Returning Student; \$50 Military

The parent or guardian who signs the entrance agreement form is expected to pay tuition on time. A \$25 late fee is automatically add after the 20th of the month. If the parent or guardian determines that the tuition cannot be paid on time, he or she has the responsibility to make acceptable arrangements for delayed payment with the executive director of education before the payment is due. If the acceptable arrangement for payment has not been made by the due date, plus a two week grace period, the contract for services can be immediately terminated.

2. There will be a \$25 charge for any checks returned for any reason.
3. Children should not arrive before 6:30 am and should be picked up promptly by 3:00 or 6:00 p.m. whichever time is contracted by the parent. A late fee of \$1 a minute will be charged for any child not picked up by 6:05 p.m.
4. In case of illness or accident, when a parent cannot be contacted by the school and if in the judgment of the director or teacher the illness or accident requires a physician, Dr. \_\_\_\_\_ at (phone #) \_\_\_\_\_ may be called at the parent's expense.
5. In the event the child has a contagious illness, the parent will notify the school. (See Parent/Student Handbook for policy)
6. 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 wealth fare and safety of the child.
7. Parents are expected to participate in at least one conference with the child's teacher during the year at scheduled times.
8. The weekday program reserves the privilege of dismissing any child if, after entering, he/she seems unable to participate in the **preschool program**. A conference with parent/guardian will be held before any action is taken.
9. Liability for a child's action while under care of the program is the parent's responsibility.
10. 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 a worker's negligence.
11. The parent/guardian will give two (2) weeks' notice if a child is to be withdrawn. Both parties, Blue Ribbon Results Preschool and parent/guardian, understand and agree that:
  - (a) This agreement is a contract binding for both operator and parent.
  - (b) 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. However, tuition for the month still applies and must be paid in full.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature of Program