



## **Parent Contract 2012-2013**

Please read this and all other information carefully. This is your commitment to Triangle Presbyterian Preschool/Kindergarten. Please sign and return the contract with your one month's tuition. We will return a signed copy to you.

In exchange for Triangle Presbyterian Preschool/Kindergarten providing education to my child, I agree that:

- 1. The Registration Fee, which is \$100.00 for one child and \$50.00 for each additional sibling, is due and payable upon the return of this Contract and is, under no circumstances, refundable.**
2. I agree to pay an amount equal to one (1) month's tuition as a non-refundable deposit. I agree to pay said amount no later than September 1, 2012.
3. I agree to pay tuition, which is due on the first day of the month and is considered delinquent by the fifth of the month. I agree to pay any late fees assessed (\$10.00 after the 5<sup>th</sup>) due to late tuition payment. I also understand that if my tuition and late fees are not paid by the 20<sup>th</sup>, my child will not be re-admitted to school until the payments are made in full.
4. I accept the responsibility for meeting monthly tuition payments whether or not my child attends every scheduled day of class. I understand that no tuition reductions or refunds are made for holidays, absences or school closings.
5. If I choose to remove my child or children from the school for any reason, a 30-day written notice must be sent to the preschool administrator. During this 30-day period, assisting and tuition obligations must be met.
6. As an assisting member, I accept responsibility for my scheduled participation in the classroom (with the exception of the Kindergarten class). On assisting days, I will provide a nutritious snack for the class.
7. Each year, a parent must fulfill a job volunteering to help with a special activity during the school year. Your regular assisting days in the classroom do not count towards your parent commitment hours. Sign-ups will take place on Orientation Night in August.
8. I agree to attend the Parent Orientation Meeting, which is held just prior to the start of the school year. If I cannot attend, I agree to set up a private orientation meeting with the School Director prior to the start of the school year.

9. I agree to submit all required documents to the School Board before my child attends his/her first day of class.
10. I agree to pay the supply fee of \$75.00 for the 2-day program, \$90.00 for the 3-day program or \$110.00 for the Pre K program, and \$120.00 for the Kindergarten by the date due in September 2012.
11. I agree that the growth and development of each individual student will be treated as confidential information between the teacher and me, and this information will not be discussed with anyone else.
12. I understand that the philosophy of the school is to create a program with opportunities conducive to the development of the whole child (social, emotional, intellectual and physical) and supportive of his/her family; to help each child feel successful and good about him/herself in a Christian atmosphere where the child is loved, respected and cared about. In addition, each family is encouraged to contribute its member's time and talents to ensure smooth functioning of the program.
13. I agree that the school has the right to terminate my child's enrollment without notice, if my obligations, as outlined in this Contract, are not met satisfactorily.
14. The TPPK Handbook for 2012-13 is hereby incorporated by reference into this Contract. This Contract, together with the provisions of the Handbook, are the complete agreement between the parent and TPPK. No oral modification of this Contract is permitted.

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

Date \_\_\_\_\_

TPPK Representative \_\_\_\_\_

Date \_\_\_\_\_

Child's name \_\_\_\_\_

Class \_\_\_\_\_