



## Enrollment Agreement

It is my desire to have my child/children enrolled in the Preschool Program at **Sun Valley Preschool**.

I have received a copy of the Statement of Services and Sun Valley Preschool Parent Handbook. I have read, understand and agree to abide by the policies contained therein. I also understand that my child is being accepted on a four-week trial basis. During this time, the staff will make observations and evaluations pertaining to the child's ability to adapt to the preschool surroundings. Unless otherwise notified, the child/children will be accepted and permanently enrolled. I further understand that if the policies outlined in this handbook were not adhered to, it would be sufficient cause for the removal of the child/children from the preschool program.

I also agree to give a minimum of two weeks written notice (ten full school days) of my intent to withdraw my child/children from the preschool program. If two weeks' notice is not given, I agree to make full tuition payments for the final two weeks.

Please **initial** next to each item. We want to be sure you **understand and agree** to these policies.

\_\_\_\_\_ I understand that I must provide up-to-date and complete immunization records that meet the Arizona Department of Health requirements or an exemption form.

\_\_\_\_\_ I understand the weekly tuition fee is \$175.00 full time and \$125.00 part time for every active week of school, even those that include a holiday. Sun Valley Preschool does not have a daily rate.

\_\_\_\_\_ I understand the tuition payment is due Monday. The late fee of \$25.00 will be applied if not paid by the close of business Tuesdays at 4:00PM. Payments may be made on-line via our website or in the front office, Monday-Friday 7:30am-4:00pm.

\_\_\_\_\_ I understand the return check policy.

\_\_\_\_\_ I understand that the program hours are 7:55am to 3:00pm Monday through Friday.

\_\_\_\_\_ I understand that if my child is not picked up by 3:15pm, he/she will be sent to the After School program at my expense and that I will be charged a fee of \$9.00 per student, per afternoon.

\_\_\_\_\_ I understand that there is a cost for school breakfast of \$1.80 and school lunch of \$3.00 per day. This is optional as I may choose to send lunch from home with their child.

\_\_\_\_\_ I understand the pick-up policy for other than parental pick up stated in the Statement of Services.

\_\_\_\_\_ I understand the illness policy stated in the Statement of Services.

\_\_\_\_\_ I received a copy and understand the school calendar.

\_\_\_\_\_ I understand the behavior policy stated in the Statement of Services.

\_\_\_\_\_ I understand that if I am entitled to two weeks of tuition credit in one school year and that I need to give a 48 hour notice in writing that my child is not attending the preschool program for the week.

\_\_\_\_\_  
Sun Valley Preschool

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

\_\_\_\_\_  
Date