

FIRST UNITED METHODIST CHURCH PRESCHOOL

ENROLLMENT AGREEMENT

This enrollment agreement is made and entered into on the date noted below, by and between the undersigned parents or guardians of the herein named child, hereinafter referred to as "parent" and the First United Methodist Church Preschool, hereinafter referred to as "preschool" with the designated business address of 4845 Brockton Avenue, Riverside, California, 92506.

State Law: The contents of this agreement are required by California State Law; California Health and Safety Code, Community Care Licensing, Title 22, Division 6, Section 80068, effective January 1, 1984. Please be advised that all preschool employees are Mandated Reporters in the state of California and comply with all California Department of Social Services Mandated Reporter Guidelines.

Witnesseth:

In consideration of the mutual promises and covenants herein contained, the parties hereto agree as follows:

Enrollment: Parent enrolls (**child's name**) _____, subject to all of the terms and conditions contained in the "Parent Handbook" which are incorporated herein by reference. In consideration of enrollment which includes the services indicated below provided by the preschool, parent acknowledges responsibility for and agrees to pay tuition and fees according to the following terms and conditions.

Annual Tuition and Fees:

| | | |
|-----------------|-------------|------------------------------|
| Registration | \$ 75.00 | |
| Yearly Tuition | \$ 1,700.00 | (2 days/week 10 months/year) |
| | \$ 2,200.00 | (3 days/week 10 months/year) |
| | \$ 3,850.00 | (5 days/week 10 months/year) |
| Monthly Tuition | \$ 170.00 | (2 days/week) |
| | \$ 220.00 | (3 days/week) |
| | \$ 385.00 | (5 days/week) |

The payment plan above represents the monthly or yearly payment plan you chose on your Registration Application. Please make checks payable to First United Methodist Preschool, (FUMPS).

Fees are based on an annual tuition and divided into ten equal payments due the first of each month. In the event of two or more siblings enrolled in preschool during the same school year, the first tuition will be for the full amount, while all others will reflect a 10% reduction.

A non-refundable registration fee of \$70.00 is required to secure classroom placement for your child. This fee is collected each year that your child attends preschool.

Absence, Withdrawal, Dismissal and Refunds:

There are no refunds for vacations, skipped field trips, or absences. An exception can be made after two consecutive weeks of illness. Thereafter, the refund shall be half the daily tuition fee for each continuing consecutive absence.

A two-week notice is required to withdraw from preschool except in the event of serious illness or injury. All fees paid for days after the two weeks will be refunded except for withdrawals after May 1, 2019, in which case there are no refunds or deductions from tuition for the remainder of the contracted preschool year. When a child does not attend after that day, parents are still responsible for tuition and fees until the end of the preschool year.

A child may be dismissed by the preschool, if in the sole opinion of the preschool; it is in the best interest of the child or the preschool to do so. Other reasons for dismissal could include: delinquency of payment of fees, inability of child, or parent, to adjust to the preschool program, or if lack of self-control makes the child a danger to self or others. If a child is dismissed from preschool, prepaid tuition shall be refunded on a prorated basis from the date of dismissal.

Interruptions in Services: The preschool assumes no liability for delays of services due to strikes, riots, floods, fire, earthquakes, acts of God, mechanical or electrical equipment failures, power outages, or any cause beyond the control of the preschool, and will not be required to supply service or refund tuition while said interruption may continue.

Late Payments: Parents whose indebtedness to the preschool is overdue will receive a late notice on the 10th of the month. There will be a late payment charge of \$25.00 when payment is made after the 10th of the month. Failure to keep monthly tuition payments current is cause for dismissal.

There is a \$15.00 charge for all checks returned by the bank.

Failure to pick up your child on time will result in a late charge of \$5.00 for each 15-minute period, or portion thereof. Consistent failure is cause for dismissal.

Changes in Rates: In order to maintain existing high quality the preschool reserves the right to raise tuition and fees upon thirty days written notice should that standard be jeopardized by inflationary pressures.

Modifications of Agreement: This agreement may be modified whenever any of the circumstances covered in this agreement change. Such modification may only be made in writing and must be signed and dated by the parent and the preschool in order to be binding and effective. Oral modifications are not permitted under this agreement and shall not be enforceable under any circumstances.

Termination of Agreement: This agreement may be terminated upon the occurrence of any of the following events: death of the child enrolled; loss of license by the preschool; excessive tardiness or absence of the child as determined by the preschool; parent's failure to provide the required medical assessment and other forms which are required for enrollment within 30 days of admission; or breach of this agreement by failure to pay according to the above payment provisions which may constitute notice of withdrawal.

Rights of the Department of Social Services: The California State Department of Social Services or licensing agency shall have the authority to interview children, or staff, and to inspect and audit preschool records without prior consent. The preschool shall make provisions for private interviews with any child or staff member; and for the examination of all records relating to the operation of the preschool. The Department shall also have the authority to observe the physical condition of children, including conditions which could indicate abuse, neglect, or inappropriate placement, and to have a licensed medical professional physically examine children.

Medical Assessment Clause: Prior to the first day of preschool, parent shall provide the preschool with a written assessment of the child. Such written medical assessment shall set forth the following information: A record of any contagious or infectious diseases which could preclude care of the child by the preschool; identification of the child's special problems and needs; identification of any prescribed medications being taken by the child. This clause will be satisfied by returning all "registration forms" contained in the registration packet. Parent acknowledges the preschool has the right to exclude the child from preschool, without reduction of tuition, if this clause is not satisfied and may readmit the child upon their receipt. Under no circumstances may the child attend school without a current Emergency Information form or Enrollment Agreement on file at the preschool. **Due by June 1, 2019. Parent's initials** _____.

Immunizations: Parent acknowledges that prior to the child's admission in preschool, the child has been immunized against the following diseases; diphtheria, tetanus, whooping cough (pertussis), polio, measles, mumps and rubella, meningitis, hepatitis, chickenpox and has been screened for TB risk factors. Parent further agrees to provide the preschool with current documentation of the child's immunizations and that such documentation may be maintained by the preschool for as long as the child is enrolled. **Due by June 1, 2019.** If the enrolled child has a medical condition that prohibits them from being fully immunized, parents must provide verification from their physician.

Parent's Initials _____.

Consent to Participate: Parent gives permission for the enrolled child to take part in all preschool activities including Elks Vision Screening, school pictures and field trips away from the school premises and releases the preschool and its agents and employees from any liability to parent or child because of any injury to the child at preschool or during any preschool activity away from the preschool.

Daily Health Check for Illness: The child shall not be admitted to the preschool on any day when the child has obvious symptoms of illness such as fever, vomiting or diarrhea and the preschool may reasonably deny admission of the child to the preschool if the child is believed to have been exposed to a contagious disease.

Sign-In/Sign-Out Required: The child shall not be admitted to the preschool unless there is contact between the preschool and the person bringing the child to preschool. Such person shall remain at the preschool until the child is accepted and shall also sign the child in daily on the preschool sign-in sheet.

The person removing the child from the school shall sign the child out on the school sign-out sheet. The school's responsibility for the health and safety of the child shall immediately be terminated once the child is signed out.

Jurisdiction Clause: In the event any litigation is commenced to enforce the terms of this agreement, the parties hereto agree that such litigation shall be commenced in Riverside County and that such county shall be deemed the proper venue for any such actions.

Lien on Preschool Records Clause: Parents recognize, agree and consent to the fact that all children's records are property of the school and that no records shall be released until all sums due hereunder are paid in full.

Gender: In this agreement, whenever the context so requires, the masculine gender includes the feminine and/or the neuter and the singular number includes the plural.

Parent acknowledges that he/she has read and will comply with the policies set forth in this Enrollment Agreement. This form will be on file in the preschool office. Parent also acknowledges receiving a copy of the "Parent Handbook" which contains: the preschool's admission policies and procedures; information concerning the preschool's activities, services, regular hours of operation; fees; procedures to be followed should child become sick or injured while in preschool; and the preschool's health check procedure.

Signature of Parent(s) or Guardian(s) who are financially responsible for child.

X _____ X _____

Address _____

City _____ **Zip Code** _____

Accepted: Karen Wilson Date: 2019-2020
Director

Basic Services Provided by Preschool: Refer to "Parent Handbook" for complete description of First United Methodist Church Preschool's program which includes a variety of morning activities designed to meet the social, emotional, spiritual and developmental needs of the child. The program includes, but is not limited to, both indoor and outdoor environments which provide many and varied opportunities for optimal growth and development in a play-oriented approach to early childhood education, quiet and active play and nutritional snacks.

Optional Programs Available: Early Morning Drop Off at 7:45 a.m. and Lunch Bunch from 12:00 noon to 2:00 p.m./3:30 p.m. are optional services provided by the preschool and available to all children as needed. These programs as well as others which from time to time become available become a part of this Enrollment Agreement when signed by parent or guardian. All optional programs are subject to the policies set forth in this Enrollment Agreement and may be modified or cancelled at any time.