

Policy Acknowledgement

I _____ have read Little Ducks Preschool Policy and agree that in its entirety that it is fair and respectful. I agree to follow all guidelines put forth as a parent and/or guardian. I will respect the business hours and will call in advance if there are any changes including but not limited to: early arrivals, late arrivals, late pickups, absences and any other important scheduling issues. I understand that if I pick up my child/ren later than closing time, there is an automatic \$50 late fee due before the 1st of the next month. I understand that only the people listed on the Child Enrollment Authorization can pick up my child. I will follow all parking guidelines. I understand that If my payment is not received within the 2 days grace period given to me, there will be a 5% late fee added every day that my payment is past due. I know there will be a \$28.00 fee applied to all returned checks. I am aware that monthly tuition prices change from time to time, due to inflation. If I choose to unenroll my child without giving a two weeks notice, then I understand I am responsible for paying the first two weeks of the following month, out of respect that I didn't give Little Ducks a heads up to make arrangements on their part. In the case of an emergency, if any of the staff are unable to contact me or my spouse, Little Ducks has permission to call the emergency contact numbers I supplied to make the medical decisions for my child. If necessary my child can be transported by ambulance to the nearest hospital. Under no circumstances will I bring my child to school sick (fever of 100 or higher, vomiting, diarrhea more than two times in 24 hours and/or not contained in a diaper, sore throat, continuous coughing, runny nose other than clear, draining eyes or ears, unexplained rash, lice, etc.). I will not cover my child's symptoms with over-the-counter medications and bring them to care anyways, as I know that could be cause for immediate termination. I understand that Little Ducks Preschool has the right to refuse to care for a sick child. While my child is at school, I can always be assured that the door is open to me. I can drop in and check on my child at any time, while I understand that if my child is adjusting to new surroundings they may want to leave with me if I stop in for a visit. I will take into consideration the daily schedule when dropping in or calling, and I acknowledge that visitors usually cause children to react in an excited manner that does not normally occur when teachers are alone with the children. If my child intentionally damages Little Ducks property through destructive behavior or roughness, I will be liable for 100% of the replacement costs. If I feel at any time that Little Ducks has veered from any family goals that I may have, I will let them know. I acknowledge all areas of the policy. I agree to follow all guidelines put forth as a parent and/or guardian.

Parent Signature _____