



7320 Northcote Ave.  
Hammond, IN 46324  
(219) 844-3030 ext. 305  
communitypreschoolandchildcare.org

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## Registration Form - Preschool ONLY 2021-2022

Child must be appropriate age by August 1<sup>st</sup> 2021

Please check which class you are registering for:

\_\_\_\_\_ **Four Mornings a week- \$288/month (3-4 year olds)**

Monday, Tuesday, Wednesday, and Thursday mornings, 8:30- 12:30

\_\_\_\_\_ **Five Mornings a week- \$360/month (4-5 year olds, Pre-K)**

Monday through Friday mornings, 8:30-12:30

Child's Name \_\_\_\_\_ Birthday \_\_\_\_\_

Home Address \_\_\_\_\_

Cell Phone \_\_\_\_\_ Home Phone: \_\_\_\_\_

Mother's Name \_\_\_\_\_ Father's Name \_\_\_\_\_

Best Contact Email \_\_\_\_\_

\_\_\_\_\_ **Registration Fee** of \$60 and **Deposit** of 1<sup>st</sup> month of tuition will reserve your preschool enrollment for the agreed upon start date.

### Statement of Guardianship

\_\_\_\_\_ My spouse and I are the legal guardians of this child.

\_\_\_\_\_ I, alone, am the legal guardian of this child.

\_\_\_\_\_ This child's parent and I share legal custody of this child.

Who may we thank for referring you to our school? \_\_\_\_\_

## Community Preschool and Childcare Contract

### **The Parent Agrees:**

1. To pay the Provider the rate of \$ \_\_\_\_\_ per month for the preschool tuition for their child.
2. To make payments the 15<sup>th</sup> of each month for the term of the contract.
3. To pay a deposit of \$ \_\_\_\_\_ at the time of the initial interview to assure a space for their child. The deposit will be applied to the first month's tuition charge unless the child does not attend as agreed; therefore, the deposit shall be forfeited.
4. To pay the \$60 enrollment fee (non-refundable).
5. That tuition is billed for 49 weeks of the 52-week school year and Does Not adjust for illness, holiday, professional development, or absences (see parent handbook).
6. To pay an overtime charge of \$10 if the child is picked up after 12:35, the charge will only occur after the 3<sup>rd</sup> time being late.
7. To pay a late payment fee of \$25 dollars that will be added if the payment is received five days after the 15th due date.
8. To provide diapers, pull-ups, wipes, extra clothes.
9. To provide a 30-day notice to terminate the contract, if the contract is terminated before the 30-day notice parent is responsible for tuition.
10. To provide Community Preschool and Childcare with current immunization records on or before the first day of preschool.
11. To provide a Health Form (must be completed by Physician) within 30 days of child's enrollment. Failure to do so will result in suspension until forms are completed and returned (Tuition will still be due per contract).
12. To provide current emergency contact, developmental information, and enrollment documentation.

### **Community Preschool and Childcare Agrees:**

1. To provide Early Education services to the child per the parent handbook guidelines.
2. To provide snacks at no extra charge, which meet or exceeds USDA Minimum Nutritional requirements, in accordance with the USDA Child and Adult Care Food Program.
3. To provide activities for enrichment of the Early Education and care environment.
4. To provide education and care which meets or exceeds the licensing state.
5. To provide safe, clean, nurturing environment and all meals for the day.
6. To provide Flex Rate care at \$10 per hour (capacity dependent).
7. To apply a one-time \$50 dollar referral discount will be provided to the currently enrolled family for each paid and enrolled family. One month's tuition must be paid before the discount is applied.
8. To apply a 10% discount will be given to one of the tuition rates when two or more children are enrolled. Flex care rates are not included in this discount.
9. To apply a 5% discount when 9 -month tuition is paid in full.

Providers Signature \_\_\_\_\_ Date \_\_\_\_\_

Parents Signature \_\_\_\_\_