

Country Day Montessori School 2021-2022 Financial Contract and Enrollment Agreement



Student Name: _____ Date Enrolled: _____

Birthdate: _____ Age: _____ Sex: _____ Nap: Y M N (circle)

Program Enrolled:

___ 5 Day Program Monday - Friday 9:00 a.m. - 3:00 p.m. \$685

___ 3 Day Program Monday, Tuesday, Wednesday, 9:00 a.m. - 3:00 p.m. \$625

___ Morning care option: 7:30 a.m. - 9:00 a.m. 10 payments x \$ 75.00

___ After school care option: 3:00 p.m. - 5:30 p.m. 10 payments x \$135.00

New Student Enrollment and Annual Materials fee: \$175.00
(Due upon enrollment agreement submission)

I have received, understand and agree with:

1. The Parent Handbook- including the Pandemic Illness Policy and daily Wellness Checks upon school entry.
2. The State of California Rights of the Licensing Agency Section 101200 (b) + (c): The Department or Licensing Agency shall have the authority to interview children, or staff, and to inspect and audit child or facility records without prior consent. The licensee shall make provisions for private interviews with any children or staff members. The Department has the authority to inspect, audit, and copy child or child care center records upon demand during normal business hours. Records may be removed for copying if necessary.
3. I understand that fees associated with application and enrollment for Country Day Montessori (CDM) are non-refundable.
4. CDM operates on a traditional schedule, Monday through Friday from mid August to the end of May. Annual Calendar will be provided.
5. I understand that my child must be able to use the toilet and manage all tasks associated with personal hygiene. i.e. can undress, wipe, flush and wash hands.
6. I must give a 30 day written notice if I plan to remove my child from Country Day Montessori. If a written notice is not given, parents will be billed tuition payment, plus any late fees incurred.
7. I understand "drop in" daycare may be available for those children not enrolled in our extended day program. Drop in care will be billed at the rate of \$17.00 per hour and the parent is required to contact the school in advance. Drop in daycare charges will be totaled at the end of each month and billed separately.
8. I understand that my child needs to be picked up at 3:00/5:30 pm. Unless prior arrangements for 'drop-in daycare' have

been made, a late charge of \$20.00 will be assessed immediately and an additional \$1.00 per minute will apply after 3:15 / 5:30 pm.

9. I understand that my annual tuition is divided into 10 installment payments of \$ _____ (Please fill in)and is due, beginning the first day of the month that my child attends class in AUGUST. Tenth and final payment due in May of 2021.

10. A charge of \$45.00 will apply to my account if tuition is not paid by the 3rd of each month

11. I understand that a \$50.00 charge will apply to my account if a check is returned for non-sufficient funds. I also understand that I am responsible for all charges incurred by Country Day Montessori during the debt collection process.

12. I understand that a \$20.00/monthly payment may be required to fund the German and Dance program.

13. I understand that CDM will notify me at least 30 calendar days prior written notice in the unlikely event of any basic rate change.

14. I understand that circumstances may arise where the school, through no fault of its own, may be forced to close. We have added dates in May, should we need to make up any closures due to PG&E shut off.

15. If a child or teacher is diagnosed with Covid 19, the public health department in conjunction with CDSS -Licensing division will determine the scope of a school closure. The typical quarantine is 14 days. We will offer supportive services to families affected by such closure. We will automatically transition to our Distance Learning Program. Tuition contract is still enforceable however tuition may be reduced or eliminated during an extended closure.. A 30 day written notice for disenrollment will still apply. We will work together for our CDM community's mutual benefit and ask that you do your very best to protect the health and welfare of our program by honoring our illness policy.

16. We understand, despite CDM following best practices, we are choosing to send our child to school during a pandemic.

We greatly appreciate your continued trust and are humbled your family chose CDM for the 2021~2022 School Year.

Parent or Legal Guardian's Signature: _____ Date _____

Preschool Administrator/Director: _____ Date _____

Please return to school with your first tuition payment.