



St. Charles Preschool and Primary School

9-Month Contract for Services

(First Day of School - Last Day of School)

Grade 3K to 5th grade

Start Date: _____

Name of Child: _____ DOB: _____ Grade: _____ School: _____

Name of Child: _____ DOB: _____ Grade: _____ School: _____

Name of Child: _____ DOB: _____ Grade: _____ School: _____

Parent/Guardian Name(s): _____

Contract for Services:	Mondays		Tuesdays		Wednesdays		Thursdays		Fridays	
	From:	To:	From:	To:	From:	To:	From:	To:	From:	To:
3K 5 days a week:										
3K 4 days a week:										
3K 3 days a week:										
Supers (After School) 4K - 5th Grade										

As a parent/guardian of the child, I agree to:

- Comply with the policies and procedures regarding fees and payments. I understand that payments for the next two weeks are due on the Friday **AFTER** I receive my statement. A \$15 late fee will be assessed for payments made after that time.
- Abide by the program's health policies prohibiting my child from attending the program when sick.
- Pay for any non-attendance days beyond the personal days allocated.
- **Pay an After-Closing Fee of \$1 per minute/per child is on the premises past 5:30 pm.**
- **Over Time Fee: A \$15.00 charge will be applied for every 30 minutes any child remains in the Center beyond 9 hours per day. This fee begins at 9 hours, 1 minute.**
- This agreement may be terminated by St. Charles Preschool & Primary School at any time. A child may be disenrolled by the school without prior notice if, in the opinion of the school, it is in the best interests of the child or the school to disenroll the child. St. Charles Preschool & Primary School does not discriminate against any race, nationality, religion, or ability level.
- Abide by all the guidelines as stated in the parent handbook, which we have received and read.
- Provide the Center with a two-week written notice if terminating services. Personal days may not be used during this two-week notice.
- Abide by the contracted days/times as indicated. If we should change my child's scheduled number of days or times, I understand we risk losing our child's spot in the program.
- Please make sure to review the building closures that can be found in the SC/HG Handbook (Pages 5-6).
- **Supers will not be given personal days. 3K will be given personal days based on the number of days attended. If signed up for 5 days a week you get 5 personal days for the contracted time, 4 days a week get 4 personal days for the contracted time and 3 days a week get 3 personal days for the contracted time.**
- **Abide by that if collections are filed on our account, we will be responsible for all court fees.**

Parent/Guardian Signature Date

Parent's birth date: _____

Parent/Guardian Signature Date

Parent's birth date: _____