

Schedule Agreement

Child's Name: _____ Date of Birth: _____

Agreement Date: _____ Start Date _____ Classroom _____

Parent/Guardian's e(s): _____

Parent(s) agree to the following: (Please initial each item)

1. All families will be enrolled on a trial period. The trial period of _____ is to determine the right placement for your child. During this trial period either party (parent or provider) has the right to terminate care without notice. Your trial period will end on _____. Please make a note of this day. After the trial period, termination notice must be given. The parent will be responsible for payment for days the child attended during the trial period.
2. Parents agree to give SELC a 2 week's written notice prior to schedule changes or termination of services using the Change Request Form. ____
3. Any requested changes after signing this agreement must be made by using the change request form and must be signed by the parents and approved by the Director. ____
4. Failure to meet your tuition and financial agreement obligations will result in the termination of enrollment as provided for in the financial agreement. ____
5. SELC agrees to give a minimum of 15 days notice prior to any changes in hours of operation. ____
6. SELC may terminate enrollment by giving a one week notice. ____
7. Immediate termination of enrollment can occur in cases where the safety of other children or staff is a concern or child's behavior results in continuous and severe disruption of the program. ____
8. SELC is closed for the following Holidays: New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Day after Thanksgiving, Christmas Eve and Christmas Day, New Years Eve (close by 5 pm) _____

I, (parent(s) name) _____ have read, understand,
and agree to comply with Samaritan Early Learning Center Schedule Agreement.

Parent/Guardian Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Director's Signature _____ Date _____

Copy given to teacher (Date and teacher initials) _____

Comments: