



Good Shepherd Preschool

Enrollment Agreement

Child's name: _____ Birthdate: _____

The following conditions involved in the care of the above named child are understood and agreed upon by both Good Shepherd and the family.

1. The parent(s) will pay tuition monthly by electronic funds transfer (EFT) or twice per year on September 1st and January 1st. The EFT will occur on the 25th for the next month's tuition. The first EFT will occur on May 25, 2019 for September's tuition. The next EFT will occur September 25th for October's tuition. If the EFT is returned, we will notify the parent or individual responsible for payment. For all EFT's returned after the first instance during the school year, there will be a \$20 processing charge.
2. When a child is voluntarily withdrawn from the program, parents must give a written notice at least 30 days in advance. If a 30 day notice is not given, tuition for the month will be due. If a child is still enrolled as of April 1, 2019 tuition for May 2019 will be due. No adjustments will be made in tuition for days missed due to student's illness, being out of town, regularly scheduled holidays, weather related closings, or other events beyond the control of the Preschool.
3. In all emergencies, Good Shepherd Preschool has permission to take such reasonable measures which, in judgment of the Good Shepherd Staff, are necessary to maintain the welfare and safety of the child. If the parent cannot be reached, or if there is not enough time to notify the parent in advance (due to the nature of the injury or illness), the Director may have the child taken to an Emergency Room or Urgent Care Center of choice and then notify the parent(s) as soon as possible.
4. Good Shepherd Preschool is not liable for accidents or illnesses occurring to the child, or acts of the child while in the care of the school, which are not a direct result of negligence.
5. The registration fee and tuition payments are not refundable.
6. The parent(s) understand the discipline policy.
7. The parent(s) acknowledge that he/she has read the Good Shepherd Preschool Procedures and Policies Parent Handbook, which is available at www.GoodShepherdPreschoolCharlotte.org and assumes responsibility for following the rules and policies set forth there in.
8. By signing this document you acknowledge you have notified the Preschool of all allergies, any medical conditions, and/or learning disabilities/special needs.
9. Good Shepherd Preschool reserves the right to close a class due to low enrollment.

Parent Signature _____ Date _____