



Kinder Haus Montessori

— ADMISSION CONTRACT —

(Please Print)

Child's name: _____ Date of Birth: _____

Enrolled in: _____ Attendance time: _____

The conditions of this Contract provide protection for our parents as well as *Kinder Haus, Inc.* or *Kinder Haus Northshore, Inc.*, hereafter referred to as *Kinder Haus*. In order to assure that we can provide the quality services that your children are entitled to, it is essential that the income of the school be stable. *Kinder Haus'* salaries and overhead expenses are not reduced because of "Absentee Losses" in income. In essence, this Agreement is your guarantee to *Kinder Haus* that you will financially support the enrollment space guaranteed for your child.

PLEASE READ THE FOLLOWING AGREEMENT VERY CAREFULLY BEFORE SIGNING.

I/We the undersign agree to:

1. Pay a registration fee of \$_____, and supply fee of \$_____. I/We fully understand that these fees are NON-REFUNDABLE.
2. Pay a monthly tuition of \$_____ for the term beginning _____ and ending _____.
3. Pay on the first class day of each month, in advance of services, regardless of holidays, absenteeism or closures.
4. Pay a \$10.00 delinquent charge if tuition is not paid prior to noon of the school day following due date. I/We also agree to pay the delinquent charge plus a \$25.00 NSF fee for any returned check. I/We agree to pay 15% interest on any balance over \$50.00 that is 20 days past due. I/We agree to pay attorney fees up to 33 1/3% for any unpaid balance.
5. Breakfast is not included in monthly tuition and will be at a rate of \$_____ per day with advance reservations required. (Billing will be at the end of the month.)
6. There will be a \$35.00 charge for any change in hours or days in the program.
7. Additional child care for students not enrolled in the 6:30 a.m. to 6 p.m. will be provided whenever possible. Extra care will need to be requested with 24 hour notice and will be at a rate of \$_____ per hour. If you are late in picking up your child at the requested time, you will be charged the late pick up charge. If you pick up early, you will be charged to the requested time. Extra care should be requested in writing and forwarded to the office for approval. Phone requests should be made only in emergency situations.
8. Pay a \$2.00 late pick up charge for each five minutes or fraction thereof for the first 10 minutes and \$1.00 per minute for each minute thereafter beyond child's regular dismissal time of _____ p.m.
9. In the event of illness, I/We agree to pick the child up from *Kinder Haus* as soon as I/We are notified. I/We also agree not to bring this child to school if ill. If this child is absent from school with a contagious disease, I/We understand that the child will not be readmitted without a signed statement from a physician indicating that the child is no longer contagious.
10. Keep current the following list of persons authorized to pick up this child, and to send no one other than these people without signed written permission.

NAME

HOME PHONE

WORK PHONE

NAME	HOME PHONE	WORK PHONE
_____	_____	_____
_____	_____	_____
_____	_____	_____

11. Permission is granted to participate in nature walks in the neighborhood with members of the *Kinder Haus* Staff.
12. *Kinder Haus* will dismiss any child whose behavior is disruptive and interfering with rights of other children to learn.
13. In the event of a physical accident or emergency illness, *Kinder Haus* has my/our permission to administer or cause the administration of first-aid, medical or other services as it sees fit for my child's best interest. In the event of medical emergencies while in attendance at *Kinder Haus*, the payment of all medical expenses incurred on his/her behalf are my/our responsibility.
14. I/We are aware that all fees are subject to change. Written notice will be issued two (2) weeks prior to date of change.
15. I/We agree to compensate *Kinder Haus* in the amount of \$2,500.00 should I/we employ a staff member which results in their resignation from *Kinder Haus* duties.
16. **Termination of this contract by the parent or guardian is allowed only in the case of relocation out of the area and a written notification must be given 30 days prior to moving.**
17. That this contract is subject to the **POLICIES AND PROCEDURES PARENT HANDBOOK** of which I have received with this contract. I have read and agree to all terms of this contract.

_____	Parent/Guardian's Signature	_____	Date
_____	Parent/Guardian's Signature	_____	Date
_____	Authorized <i>Kinder Haus's</i> Signature	_____	Date