



HAND IN HAND
CHRISTIAN MONTESSORI

HIH-West Enrollment Contract

Updated: 9/29/2021

It is my/our desire to have my/our child/children enrolled in the early childhood program at Hand In Hand Christian Montessori West Campus. I/we have viewed a copy of the **HIH-West Parent policy handbook, including the Business, Education, health and safety portions, the Maltreatment of Minors Mandated Reporting Policy, Child Care Emergency Plan, and Risk Reduction Plan.** I/we further understand that if the policies outlined in this handbook were not adhered to, it would be sufficient cause for the removal of the child/children from the childcare program.

Please **initial** next to each item. We want to be sure you **understand and agree** to these policies.

Business and Administrative

Admissions, Calendar, Financial, Change in Schedule, Round-Up, Departure, Licensing Policies, Security, Grievance, Insurance, Public use of Childrens photos policy, Weather-related closing criteria at **HIH-West**, Staff, Faculty, and Volunteer Policies.

I/we understand the amount of the daycare fees, paid monthly, calculated by annual amount, and collected through TADS, the student tuition management system.

I/we understand if there is an occasional snow day or late start or early dismissal based on inclement weather and safety of students and staff, my monthly tuition does not change.

I/we understand the late pickup (after 5:30p.m) fee is **\$10.00** per minute.

I/we understand that I/we must provide completed **medical forms** to the school.

Educational Programming

Program Plan, Educational Method & Religious Basis, Arrival and Departure, Child/Teacher Connection policy, Maltreatment Reporting, Behavior Redirection Policy, Peacemaking Policy, Food Policy, Hand Washing Policies, Restrooms at **HIH-West**, Nap & Rest Policies, Recess, Field Trip Policy, Reporting Absences and Tardiness, Observations/Conferences, Special Needs, Preliminary Visit, Environments Pet Policy, and Educational Research & Experiments.

I/we understand the behavior policy and I/we have read and shared the daycare rules with my/our child/children. I support the Christian Montessori philosophy and approach to child development, discipline and nurturing. I understand and agree that the staff at **HIH-West** will encourage a loving, personal relationship with Jesus Christ, based on Ephesians 1, will nurturing of the whole child, proclaiming the message of Jesus, and affirming biblical views of creation, salvation, restoration, and relationships.

Health and Safety

Health, Safety & Wellness Policies, First Aid Policies, and Medication Administration.

I/we authorize permission for administering non-prescription diapering products, sunscreen, lotion, lip balm and/or insect repellent, which I/we provide for my/our child, as needed.

Statement of Registration Policy Hand In Hand Christian Montessori has a non-discriminating policy relative to race, color, national or ethnic origin with respect to the admission of students and the employment of faculty and staff. HIH-West considers all records to be confidential, available only to a child's parents or guardians upon request.

Parent Signature: _____ **Child Name :** _____ **Date:** _____