

Ohev Shalom Pre-School & Kindergarten
Parental Agreement/Contract/Permission Form
2008-2009 School Year

1. Permission is given to have my child treated in an emergency room in case of accident or illness.
2. Permission is given to the staff to administer prescription medication when provided in the original container with the original prescription label, dosage amount, times and length of treatment, and when accompanied by a note from the physician. The medical log, which is located in the school office, **MUST** be filled out by a parent.
3. Permission is given to the staff or authorized persons to photograph my child and to use the photo(s) for promotional purposes, including but not limited to the Ohev Shalom website and *The Dove Tale* newsletter, at the discretion of the Director.
4. Permission is given to the staff to distribute class lists, including my address, home telephone number and email address.
5. For Kindergarten and Kindergarten Enrichment students only: Permission is given to have my child accompany the class on excursions outside of the school property by foot or in school buses.
6. Tuition will be billed, with payment via EFT (electronic funds transfer), pre-authorized credit card charge or by check in one of three ways:
 - a. Paid in full by June 30, 2008 will receive a 2.5% discount;
 - b. Paid in three (3) installments as detailed below will receive a 1.0% discount:
 - i. 50% of total bill paid by June 1, 2008
 - ii. 25% of total bill paid by September 1, 2008
 - iii. 25% of total bill paid by December 1, 2008
 - c. Ten (10) equal monthly installments from June 1, 2008 through March 1, 2009.Payment is due within 30 days of receipt of the tuition bill. We reserve the right to suspend any student whose account is not up to date.
7. The \$300 non-refundable deposit fee will be credited to my first monthly payment.
8. Refunds or credits will not be provided for days missed due to illness, vacations, holidays, inclement weather, building or other emergencies.
9. Tuition refunds for withdrawals before a semester begins will be made **ONLY** if the vacancy is filled by another student. If the vacancy is filled, a pro rata refund will be made as follows:
 - a. Withdrawal 30 days or more before beginning of semester -- Full tuition refund.
 - b. Withdrawal 1-29 days before beginning of semester -- 75% tuition refund.
 - c. Withdrawal on or after semester begins -- no tuition refund.
10. Any program changes made after September 30th that reduce my child's hours and/or tuition will be subject to a \$50 charge.
11. A discount of \$100 will be applied to my total bill if I am a dues-paying member of Ohev Shalom.
12. Sibling discounts will be applied as follows: \$100 for a second child enrolled concurrently in the Pre-School and an additional \$250 for a third child enrolled concurrently in the Pre-School.
13. Ohev Shalom Pre-School & Kindergarten reserves the right to combine or cancel programs in the event of insufficient enrollment. Should a class be cancelled, associated deposits and tuition monies will be refunded.
14. All required documents including, but not limited to, my child's medical form, immunization record and emergency contact form must be submitted to the Pre-School office before September 1, 2008.

Ohev Shalom Pre-School & Kindergarten provides services and admission without regard to race, color, religion, creed, ancestry, sex, disability, national origin or limited English proficiency.

My signature below confirms my agreement to and understanding of the terms and conditions outlined above.

Parent(s) Signature

Date

Student's Name