



## Children of Hope Child Development Center 2025-2026 Parent Participation Agreement

Please read and initial the following statements. If you have questions, please do not initial any item until you have had your question answered by the CoH staff and understand it completely.

     I understand the importance of reading all information provided to me by CoH staff in a timely fashion, including posts and messages on Brightwheel, Family Handbook, emails, notes, newsletters, lesson plans, flyers, etc.

     I understand that all programs are based on meeting minimum enrollment requirements.

     I understand that registration fees and tuition are based on an annual rate and cannot be pro-rated or refunded under any circumstance (illness, vacation, holidays, school breaks, etc.)

     I understand that tuition is due by the 10th of each month, August – May. Tuition is considered late if received after the 10th and can be assessed a \$15 late fee at that time. Auto pay can be set up through Brightwheel. Returned check fees will be the responsibility of the payor. We also accept debit or credit payment through Brightwheel.

     I understand that registration is for the entire school year. In the event I need to withdraw my child, I will provide a 30-day written notice. If I fail to comply with this requirement, I will be charged one month's tuition to cover any monetary loss incurred by the preschool.

     I understand that I must maintain updated medical information annually and be current on all immunizations required by the Department of Health.

     I understand that my child's Lead Teacher will contact me prior to school starting to schedule a Home Visit. This visit allows the teacher to (re) introduce herself with the student in the student's comfortable home setting prior to the first day of school.

     I understand that children too sick to participate in the full program (indoor and outdoor) must be kept home. I understand my child may return to school when fever and vomit free for 24 hours. Parents are to notify the preschool office of any absences and any contagious disease/illness via Brightwheel or phone (480-759-1515).

     I agree to attend Parent/Teacher Conference(s).

     I understand that my child will be released ONLY to those individuals whose names are listed on the DHS health form and listed as approved pickups on Brightwheel. Release to anyone other than those listed will require arrangements with the Director.

     I understand that my child will be released from the program if he/she cannot benefit from the program or presents a danger to self or others as determined by teacher(s) and Director.

     I understand that monies raised from fundraisers/events throughout the year help supplement and support programs at the school.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_