

Admissions Agreement

PLEASE READ AND INITIAL THE FOLLOWING:

_____ I/we give permissions for _____ to enroll at Heritage and agree to all policies as listed below. Upon enrollment, I/we must sign and return ALL registration paperwork prior to attending HSD. I/We understand that verification of my child's immunizations is required prior to attendance and a physical exam including a TB test may be required within 30 days of my child's first day. I/we further understand that I/we may be responsible to pay any state fees that may occur because my child's records are not complete.

_____ I/we promise to encourage obedience to the rules of the school, with the understanding that the standards of Heritage do not tolerate profanity, obscenity in word or action, or disrespect for the personal property of the school, by parents or child. The school has full authority to discipline your child in a reasonable manner when necessary in accordance with State Law. In situations of incompatibility or unhappiness on the part of the child or the parent, HSD reserves the right to release the child from the program.

_____ I/we understand and acknowledge that Heritage includes bible reading/scripture, positive affirmations, mindfulness, and Christian and spiritual aspects into our daily routine and all aspects of our program.

_____ I/we understand that my child enters Heritage on a one-month trial period. If it is decided that my child is not properly placed, Heritage will provide me with written notice at any point during the 30 day trial.

_____ I/we have received, signed, and was given a copy of "Notification of Parents Right" and "Personal Rights" forms.

_____ I/ we understand there is **NO CREDIT FOR ABSENCES.**

_____ I/we understand that if a change in schedule is needed, a "Schedule Change Request" form must be completed, then Heritage will attempt to accommodate the request for a schedule change. I/we understand there is so guarantee the change can be granted.

_____ I/we understand that monthly tuition remains the same even when the preschool is closed for holidays, teacher in-service, or emergency/disaster situations.

_____ I/We understand that the State of California mandates that I, the parent, or whoever I release the responsibility of bringing or picking up my child, **must sign in and out each day using his/her full signature.**

_____ I/ we give permission for my child's picture to be used in any or all publications for Heritage.

_____ I/we understand the dress code standards such as: All messages and pictures printed on clothing should be keeping with Heritage standards and clothing with character endorsements or insignias which encourage aggressive or violent behavior should not be work to preschool.

_____ I/we understand that it is my responsibility to know that my child is well before bringing him/her to the preschool. I/we have signed and been given a copy of the "Illness/Injury Policy" and agree to follow the guidelines in this policy. If I/we cannot be reached, the school will contact the person(s) indicated on the emergency contact form to pick up my child. I/we understand that exposure of my child or other family members to communicable and infectious disease or illness will be reported promptly to the preschool, enabling the staff to be watchful for early symptoms in other children, i.e. chicken pock, lice, etc.

_____ I/we understand that my child will need a complete change of clothes, including shoes (appropriate for the season), which are labeled in a Ziploc bag, and kept at school.

_____ I/we understand that it is the parent's responsibility to check for soiled clothing in the classroom, and on return of the child, a new change of clothes, including shoes, will be turned in to the teacher.

_____ I/we understand that the school is not responsible for any/all lost clothing or toys.

_____ I/we understand that Heritage will provide a morning snack and afternoon snack. I/we are responsible to provide a lunch from home.

_____ I/ we agree to complete a "Parent Consent for Medication" if my child needs to have medication administered while at Heritage. I/we understand that medication MUST be left in the original labeled container and labeled with my child's name and date. I/we further understand that it is my responsibility to pick up the medication from the office; Heritage will discard of any expired medication or any medication left after the treatment period, or after your child's last enrollment date.

_____ I/we understand that Heritage has a zero tolerance for sexual harassment, child to child, or any other type of harassment. Harassment is defined as any of the following: touching intimate areas, inappropriate touching, excessive kissing, or verbal sexual connotation. I/we understand that this policy is strictly enforced with all entering and exiting the facility.

_____ I/we understand that Heritage is mandated to report suspected child abuse and/or neglect. If child is suspected, it will be referred to the proper agency.

_____ I/we understand all communication is done via email and through our Kaymbu Application, this includes but is not limited to: injury/illness notices, newsletters, teacher communication, chit-chat forms, etc.

Modification Agreement:

_____ I/we understand that Heritage shall provide written notice to the parent or representative of any basic rate change at least 30 calendar days prior to the change.

State Department of Social Services (Community Licensing):

I/We understand the following in accordance with Title cc, Child Care Licensing:

_____The Department of Social Services shall have the authority to interview children or staff, and to inspect and audit child/family records, without prior consent.

_____ As licensee, Heritage shall make provisions for private interviews with any child or any staff member as well as provide the examination of all records relating to the operation of this facility.

_____ The department of social services shall have the authority to observe the physical condition of the children, including conditions which could indicate abuse, neglect, or inappropriate placement.

ENVIRONMENT ACKNOWLEDGMENT AND AGREEMENT:

By initialing and signing below, I/we agree to and acknowledge all, and I/we understand what is expected and agree to these policies.

I/we understand that Heritage students play outside throughout all the seasons, and take advantage of different types of weather (rain, sunshine, wind, etc) to allow children to experience, and learn.

Parent Initial _____

I/we understand that Heritage provides a natural environment (indoors and outdoors), where real tools and supplies are used (adult and child), to foster engagement and authentic experiences.

Parent Initial _____

I/we understand that Heritage students are allowed and encouraged to take their shoes off, inside and outside, where they may incur minor cuts or scrapes.

Parent Initial _____

I/we understand that students are informed to take their shoes off during water/mud/dirty play, and staff are not responsible for soiled clothing or shoe wear.

Parent Initial _____

I/we understand that if proper clothing or extra shoes are not provided to Heritage, and clothing is soiled from daily activities, my child may wear general extra clothing provided, and may remain without shoes until pick up.

Parent Initial _____

I/we understand that live animals are part of the Heritage environment and are allowed to roam in our general play yard. My child may have direct contact with them, including cleaning and feeding.

Parent Initial_____

I/we understand that Heritage has no control over unforeseen circumstances, in regard to the natural outdoor environment, including bugs and bug bites, but Heritage will monitor and address any pest issues, to the best of our ability.

Parent Initial_____

I/we understand that students are encouraged with minor and monitored risk in order to foster growth in all areas, and the staff and environment will provide a "safe as necessary" environment, in order to encourage development.

Parent Initial_____

I/we understand that Heritage is a hands-on environment and my child may come into contact with all types of food, items, and natural materials. I/we have disclosed any known child or family allergies, and consent to any hands-on projects using food, items, and materials unless that food, item, or material is a known allergy, and has been listed on my child's enrollment paperwork.

Parent Initial_____

By signing below, I/we acknowledge, that all policies have been read and I/we understand what is expected of me and my child and agree to these policies.

SIGNATURE OF PARENT OR GUARDIAN:

Print:_____ Signature:_____ Date:_____

Print:_____ Signature:_____ Date:_____

SIGNATURE OF PRESCHOOL DIRECTOR:

Print:_____ Signature:_____ Date:_____