

Columbia Heights Preschool ACKNOWLEDGEMENT/ CONSENT



Student's Name: _____

FAMILY HANDBOOK

_____ I have read the Family Handbook and will abide by the policies and procedures contained within. Licensing or program changes will be communicated in a timely manner.

FEES FOR LATE TUITION

_____ Tuition is due on the first of the month. A \$20 late fee will be charged for payments received after the 5th of the month. Student will be suspended for all unpaid tuition.

FEES FOR LATE STUDENT PICK-UP

_____ A \$15 late fee will be charged for all late pick-ups after the five-minute grace period. An additional \$5 will be charged in five-minute increments once the grace period has expired.

CHP LIBRARY POLICY

_____ ***INITIAL IF YOU AUTHORIZE YOUR CHILD TO PARTICIPATE IN OUR LIBRARY PROGRAM***
Students check out one library book each week. The book, and the bookmark inside the book pocket, must be returned by the following library day in order to check out a new book. In the event the book is damaged or lost, a \$10 replacement fee must be paid before the student is able to check out a new book.

STUDENT PHOTOS

_____ ***INITIAL IF YOU AUTHORIZE YOUR CHILD'S PICTURE TO BE POSTED***
Pictures of the students may be posted on our website as well as our social media sites (Facebook, Instagram, Twitter). Student's name will not be used in any post.

STUDENT CONTACT INFORMATION

_____ ***INITIAL IF YOU AUTHORIZE YOUR FAMILY'S CONTACT INFO TO BE SHARED WITH CLASSMATES***
Email address and phone numbers may be shared with classmates (upon request) for personal celebrations outside school hours.

Signature

Date