

WCWM PRESCHOOL/GA PRE-K PARENT AGREEMENT

Our most important policies, as outlined in our Parent Handbook, are listed below. *Please initial each in the space provided, indicating your agreement to follow these policies.*

1. I will keep WCWM informed immediately regarding any change in information, including phone numbers, employment, my child's medical condition or medication, health insurance, doctor or persons authorized to pick up my child. _____
2. I will not bring my child to WCWM until 24 hours after symptoms of a contagious illness are gone. If my child shows signs of illness at WCWM, I will arrange to have him/her picked up as soon as possible. If my child contracts a contagious illness, I will notify WCWM so that other parents can be notified. _____
3. I will always leave a local phone number where I can be reached during preschool hours, or make sure an authorized person is available to pick up my child. _____
4. I will only leave my child with a staff escort. I will not drop off my child prior to the agreed upon drop off time, and will make every attempt to pick up my child at the dismissal time. I will call WCWM if I will be late. _____
5. I agree to pay each month's tuition/GA Pre-k meal fees by the 5th of the month or weekly tuition by Monday of the current week. I will pay any late fees incurred due to late pick up of my child or late payment of tuition. _____
6. My child will not be allowed to attend preschool if tuition is not paid within one week. _____
7. I agree to drop off my child no earlier than 6:30 am and to pick up my child no later than 6:00 pm. I will call if I anticipate arriving late to pick up my child. I agree to pay a late pick-up fee of \$5.00 for the first minute and \$1.00/each additional minute after 6:00pm that I am late. If my child attends half day preschool only, then I will pick up by 1:45 pm or pay per child \$5.00 for the first minute and \$1.00/each additional minute I am late. _____
8. I understand that preschool fees are based on a whole school year basis and will not be reduced due to illness, vacation, or snow/weather closings. _____
9. WCWM agrees to notify me of any activity taking place in water 12 inches or deeper. _____
10. WCWM will not release my child to anyone not authorized by me. Upon staff request, I/ my authorized pick-up person may be required to show photo ID before my child is released to my/ their care. _____
11. WCWM agrees to notify me in advance regarding field trips and any transportation of my child, and must receive my permission in writing. _____
12. I will give a minimum of 2 weeks' notice in writing prior to the withdrawal of my child from WCWM. I understand and agree to pay tuition through the 2 weeks _____
13. I agree to cooperate in solving any behavior problems experienced by my child. I understand that WCWM may dismiss my child from the program if serious, continuing behavior problems are present. _____
14. WCWM agrees to keep me informed of any incidents, including illnesses, injuries, adverse reactions to medications, etc. which affect my child. _____
15. I as the parent/guardian agree to conduct myself in a professional and courteous manner while on the school campus. I will schedule a conference with the administrator if I have any concerns with WCWM. _____
16. WCWM has the right to ask you to leave the property if the school's safety is at risk or they feel threatened. They reserve the right to call Snellville Police department if you do not comply. _____
17. I have read the parent handbook thoroughly and accept responsibility for the policies outlined. _____

Parent's Signature _____ Date: _____

Child's Name _____

(updated 6/12/2024)