

**UNIVERSITY CITY UNITED CHURCH PRESCHOOL CONTRACT**  
**2018-2019 School Year**

I hereby agree to comply with the rules and regulations of **UCUC Preschool** regarding fees, attendance, health, discipline policies and other items specified in the **Parent Handbook**. You may access the **Parent Handbook** on the website at: [ucucpreschool.com](http://ucucpreschool.com) and click on the Parent **Page**.

1. I understand and agree to notify the school in writing one month in advance in the event of withdrawal or pay the difference.
2. I agree to pay the late fee if my child is not picked up within 5 minutes of dismissal time. (The late fee is \$1 for each minute for each child).
3. I agree to pay the bank fee and \$15 penalty to the school for any returned check.
4. I agree to pay my child's tuition by the 1<sup>st</sup> of the month or pay an additional \$25 late fee if my payment is not received by the 5<sup>th</sup> of the month.
5. I understand that the state licensing department has the right to interview any staff or child without prior consent including access to child and staff records.

**My Pre-Payment deposit is refundable only if UCUC Preschool is given written notice of intended withdrawal at least 30 days before the withdrawal date, and that the withdrawal is before FEBRUARY 1, 2019. The latest can give a refund would be if we receive written notice of intent to leave by JANUARY 5, 2019.**

I hereby grant permission for my child to use all of the play equipment and participate in all the activities of the school. I understand that accidents may occur even with proper supervision.

I hereby grant permission for my child to leave the school premises under the supervision of a staff member for short neighborhood walks. I understand that a separate permission slip must be completed for my child to go on any other field trips.

I hereby grant permission for the Director or responsible staff member to take whatever steps deemed necessary to obtain emergency medical care. I understand I will be responsible for any expenses incurred for such care. These steps may include, but are not limited to, the following:

- Attempt to contact a parent or guardian
- Attempt to contact the child's physician
- Attempt to contact a person on the emergency information form
  - Call 911
- Have the child taken to an emergency hospital in the company of a staff member

The school will not be responsible for anything that may happen as a result of false or insufficient information given by the parent or guardian.

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Signature – Parent or Legal Guardian  
License # 372000610

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Date  
Accreditation # 279435