



NURTURE WITH CARE KIDS ACADEMY

Guiding Tiny Steps into A Bright Future

Email: Info@NurtureWithCareKidsAcademy.com

Phone: (360) 682-8920

Oak Harbor, WA 98277

NurtureWithCareKidsAcademy.com

PARENT HANDBOOK POLICIES / AGREEMENT FORM

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ENROLLMENT INFORMATION

Child's Full Name: _____ Start Date: _____

Parent/Guardian Name: _____

Parent/Guardian Email: _____

POLICY ACKNOWLEDGMENT CHECKLIST

Please initial each line when you have reviewed or completed that item.

MONEY AND ENROLLMENT

- _____ Tuition rates, registration fee, and two weeks of advance tuition
- _____ Pre-enrollment cancellation and refund terms
- _____ Tuition may be adjusted, and closures and absences are not prorated or refunded
- _____ Late pick-up, late payment, and returned check fees
- _____ Two week notice policy, tuition due through the end of the notice period
- _____ Extended absence policy, including the hold fee
- _____ Military fee assistance is credited against actual charges and is not refunded in cash
- _____ Four week adjustment period, and the circumstances in which enrollment may be ended

DAILY CARE

- _____ Hours of operation and holiday closures for my child's location
- _____ Core hours, and that drop-off after 9:30 AM may be refused without notice
- _____ No pick-up or drop-off during nap and rest time
- _____ Meals and snacks are provided, and how to tell us about allergies or dietary needs
- _____ Items from home, and responsibility for damage to Center property
- _____ We do not run off-site field trips and do not provide transportation



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BEHAVIOR, HEALTH AND SAFETY

- _____ Behavior guidance, the biting policy, and the suspension and expulsion policy
- _____ Physical restraint policy
- _____ Illness policy and when a child must stay home
- _____ Developmental screening with the ASQ-3, and how results are shared
- _____ Disaster plan and emergency procedures
- _____ Child abuse reporting requirements
- _____ Access policy, and who may enter the Center or collect my child

FORMS I HAVE COMPLETED

- _____ Admission and registration procedures
- _____ Enrollment and registration form, including permissions and photograph consent
- _____ Child health and history form
- _____ Emergency consent and consent to medical care
- _____ Immunization form, or certificate of exemption

AGREEMENT STATEMENT

I have read, understand, and agree to abide by the policies of Nurture with Care Kids Academy as set out in the Family Handbook. I understand that failure to comply with these policies may result in termination of services.

I understand the Family Handbook is revised from time to time, and that the current edition is published at NurtureWithCareKidsAcademy.com and available in print on request.

Family Handbook edition reviewed: _____

Parent/Guardian Signature

Date

ADDITIONAL NOTES / QUESTIONS