

Parent / School Agreement

Circle Your School: McLean / Clifton

1.The Parent(s)/Guardian agree to arrange for the necessary medical examination and immunizations for their child prior to or within 7 days after enrollment and will provide updated immunization reports as required thereafter; or will submit the necessary documentation for the medical or religious exemption from these requirements. The Parent(s)/Guardian understands that their child must be potty trained in order to attend the school. If your child is not potty trained, his/her admission may be delayed. Any pre-paid tuition payments are not refundable, but may be used when your child is admitted during the same Academic Year.

2.The Parents(s)/Guardian agree to pick up or arrange to have their child picked up within 30 minutes when notified that he or she develops symptoms of a communicable disease; or oral temperature of 101°F; or vomiting or diarrhea. The Parent(s)/Guardian agrees that if such symptoms do appear they will be symptom free for 24 hours before returning to school. The school, at its discretion may ask for a letter from the Doctor prior to re-admitting the child. Parent(s)/ Guardian will inform the school within 24 hours or the next business day after his child or any member of the immediate household has developed any reportable communicable disease, as defined by the State Board of Health, except for life threatening diseases which must be reported immediately.

3.The Parent(s)/Guardian understands that in case of emergency due to illness the school will contact the Parent(s)/Guardian; if the Parent(s)/Guardian is not available or cannot be reached, the school will notify the designated emergency contact to pick up the child within 30 minutes. Parents must have an emergency contact that is able to and will pick up their child if parents are unable to be reached.

4.The Parent(s)/Guardian authorizes the school to obtain immediate medical care for their child if an emergency occurs and they cannot be located immediately. The Parent(s)/Guardian has completed and notarized the child's Emergency Medical Authorization Form. The Parent(s)/ Guardians authorize the school to provide or arrange for emergency transportation to the nearest emergency medical facility if an emergency occurs. Other authorized location: _____.

5. The Parent(s)/Guardian understands that the school may give **non-prescription** medication only as directed by the instructions on the original container. Non -prescription medication maybe kept at school for 10 days. If it is needed for long term please obtain a Doctor's note. The school may give **prescription medication** only as directed by the authentic prescription label. All medication must be in the original container. For all medication we must have written consent from Parent(s)/ Guardian. The school reserves the right not to administer medication.

6. The Parent(s)/Guardian authorize the school to take their child on field trips to local parks, libraries and community centers. The Parent(s)/Guardian knows that other trips will be announced during the year as part of the regular program. The Parent(s)/Guardian gives permission for their child to go on such excursions and are aware that he/she will be driven by one of the teachers or parents in their own vehicle. The Parent(s)/Guardian understands that their child will wear a seat belt and have a booster seat as required by law. If there is a field trip the Parent(s)/Guardian does not wish to have their child take, the Parent(s)/Guardian will keep him/her home that day. _____ Yes _____no. (Please initial)

7. The Parent(s)/Guardian are responsible for the full tuition for the Academic year, as per your Registration Form Tuition Contract Agreement. All tuition payments once paid become non-refundable and non-transferable. If a child needs to take time out or be withdrawn due to disciplinary or behavioral issues, any pre-paid tuition is not refundable, but may be used toward readmission during the same Academic Year.

8. The general daily schedule is posted and a copy will also be issued to the Parent(s)/Guardian upon enrollment or at the beginning of the school year.

9. An open door policy exists, which permits the Parent(s)/Guardian to visit and pick up their child at any time.

Other agreements or acknowledgments: _____

Child's Full Name _____

Date of Birth _____

Parent Signature _____

Date _____

McLean / Clifton Administrator Signature _____

Date _____