



The Growing Place Preschool

Admissions Agreement

(Please print clearly)

Child's Name: _____ Registration Date/Time: _____

Male Female Birth date: _____ Primary Phone: _____

Parent/Guardian 1: _____ Relationship to child: _____

Cell Phone: _____ Other: _____ Email: _____

Opt in for Text Message Notifications Mobile Network: _____

Address: _____

City: _____ Zip Code: _____

Parent/Guardian 2: _____ Relationship to child: _____

Cell Phone: _____ Other: _____ Email: _____

Opt in for Text Message Notifications Mobile Network: _____

Address (if different): _____

City: _____ Zip Code: _____

Registration Requests (not guaranteed): _____

For Office Use Only:

Registration Fee: \$_____ Ref #: _____ June 2016: \$_____ Ref #: _____

Program: _____ Days Enrolled: _____ Classroom: _____

Comment: _____



The Growing Place Preschool Admissions Agreement

1. I (We) enclose the **non-refundable** annual registration fee (\$125 for Preschool Program and \$50 for Parent Toddler Program) and June 2016 tuition. June tuition becomes non-refundable after September 1st.
2. No make-up days are permitted for absences due to sickness, public holidays, or personal reasons. **Tuition is divided into 10 equal payments and remains the same for the 10 months of the school year (September-June) even though there may be holidays or vacation days.**
3. Tuition payments must be made by Visa, MasterCard, automatic payment via Tuition Express, cash, or personal check by the first school day of each month. You have until the 10th of each month to pay the tuition. There will be a late fee of 10% for any tuition received after the 10th of the month unless prior arrangements are made with the director. Should tuition not be received by the end of that month, another notice will be mailed, stating that payment must be received by the end of the following month or your child will no longer be able to attend. A \$32.00 fee will be charged for a returned check. The Growing Place includes a 30 day provision to increase the tuition. The parent/guardian will receive a written notice indicating any basic rate change 30 calendar days prior to effective date.
4. **Termination-** This agreement will be terminated when the child leaves our school with a two week notice from school or parent/guardian.
5. **Basic Services Provided-** The Growing Place Preschool is licensed by the Department of Social Services and the State of California. The operation is non-discriminatory, admitting all children 18 months of age to 5 years of age without regard to race, gender, religion, or ethnic background. The Growing Place promotes learning through intentional, carefully planned learning experiences that enhance the social, emotional, physical, and intellectual growth of each child in a nurturing environment.
6. **Immunizations-** **Immunization records are required by the State for all children. All forms must be current and on file before your child may attend.**
7. **Rights of State Licensing-** The licensing agency shall have the right to inspect in regard to specified health and safety codes. The licensing agency has the authority to inspect all clients or staff records without prior consent. The licensee shall make provisions for private interviews with any client including children and staff members and for the examination of all records relating to operations of the facility. The Department of Licensing Agency shall have the authority to observe the physical condition of the client including conditions which could indicate abuse, neglect, or inappropriate placement, and they may also have a licensed medical professional physically examine the client.
8. **Parents' Rights-** Parents/Guardians upon presentation of identification, have the right to enter and inspect the child care facility, in which their child is receiving care. The law prohibits discrimination or retaliation against any child or parent/guardian for exercising their right to inspect. The law requires that parents/guardians be notified of their right to inspect. The law requires that this notice or parents' rights to enter and inspect be posted in the facility in a location accessible to parents/guardians. The law authorizes the person in charge of the child day care facility to deny access to a parent/guardian under the following circumstances: the parent/guardian is behaving in a way which poses a risk to children in the facility, or the adult is a noncustodial parent and the facility has been requested in writing by the custodial parents not to permit access to the noncustodial parent.
9. **Personal Rights-** To be accorded dignity in his/her personal relationship with staff and other persons. To be accorded safe, healthful and comfortable accommodations, furnishings, and equipment to meet his/her needs. To be free from corporal or unusual punishment, infliction of pain, humiliation, intimidation, ridicule, coercion, threat, mental abuse, or other actions of a punitive nature, including but not limited to: interference with the daily living functions, including eating, sleeping, or toileting, or withholding of shelter, clothing, medication or aids to physical functioning. To be informed, or to have the authorized representation informed by the licensee of the provisions of law regarding complaints including, but not limited to, the address and telephone number of the licensing agency's complaint receiving unit, and of information regarding confidentiality. Licensing Agency to Contact for complaints:

Community Care Licensing
6500 Hollister Ave., Suite 200, MS29-09
Goleta, CA 93117
805-562-0400

10. I/We agree that Child Development students may observe or have my child participate in activities assigned by their college classes (i.e. sharing a story). The students will always be under the supervision of The Growing Place teachers.

11. Class Rosters- Class Rosters will be available on each class Shutterfly site. The families in each individual class will be the only ones able to view the roster. The roster will include parent's names, child's name, primary phone, address, and email.

12. Photo Taking Wavier- Photos are taken of children in the classroom and events in order to document learning and activities. Photos may be posted on Facebook, private class Shutterfly sites, or bulletin boards at school. Sign below if you agree to allow us to use your child's photos in these ways.

Tuition Rates

Preschool Rates

Annual Registration Fee- \$125

5 days/wk: \$515/month

4 days/wk: \$435/month

3 days/wk (Mon, Wed, Fri): \$360/month

2 days/wk (Tues, Thurs): \$268/month

Parent Toddler Rates

Annual Registration Fee- \$50

1 day/wk: \$90/month

2 days/wk: \$165/month

Early Care (8 a.m.-9 a.m.)- \$8/hour billed at the end of each month

Extended Care (12 p.m.-4 p.m.)- \$8/hour billed at the end of each month

The Growing Place Preschool · 1049 S. Westlake Blvd., Westlake Village, CA 91361 · Phone: 805-497-7064

Administration@growingplacewlv.org