

## Enrollment Contract

It is my desire to have my child enrolled in the daycare program at First English Lutheran Early Learning Center.

I have received a copy of the First English Lutheran Early Learning Center parent handbook. I have read and understand and agree to abide by the policies contained therein. I further understand that if the policies outlined in this handbook were not adhered to, it would be sufficient cause for the removal of the child from the daycare program.

I also agree to give a minimum of two weeks written notice (ten full daycare days) of my intent to withdraw my child from the daycare program. If two weeks' notice is not given, I agree to make full tuition payment for the final two weeks. Credit days cannot be applied to the final two-week period.

Please **initial** next to each item. We want to be sure you **understand and agree** to these policies.

\_\_\_\_\_ I understand that I must provide a completed medical form within 30 days of starting and updated yearly.

\_\_\_\_\_ I understand that tuition payment is due every Friday before care is given. Late payment fee is \$15.00.

\_\_\_\_\_ I understand the illness policy.

\_\_\_\_\_ I understand the meal policy.

\_\_\_\_\_ I understand the behavior policy and have read and shared the daycare rules with my child.

\_\_\_\_\_ I understand the pickup policy.

\_\_\_\_\_ I understand the dress policy and that my child must wear closed-toed shoes or sandals and that my child must have an extra change of clothes.

\_\_\_\_\_ I understand the potty training policy.

\_\_\_\_\_ I understand and agree to the days and times of my child's attendance listed on the contract. I understand that my child may not attend different days than stated on the contract without prior permission. I also understand that I must pay the tuition for the enrollment listed.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date