



ENROLLMENT AGREEMENT

THIS AGREEMENT is entered into by and between VINEYARD MONTESSORI and the parent or guardian whose signature appears below. The parties hereto agree to accept the following conditions and terms governing the child's enrollment at the school.

1. The parent agrees to enrollment of his or her child, _____ effective as of _____ until modified or terminated with required notice by either the school or the family.
2. The application fee of \$150.00 for new students (due upon new enrollment) and the re-enrollment fee for returning students in the amount of \$100.00 (due in March) are non-refundable.
3. The tuition fee for this child is \$ _____ per month. Enrolled Schedule: _____. I authorize Vineyard Montessori to bill this amount through Brightwheel each month on this date: _____.
4. Tuition payments are due and payable in advance on the first day of each month. Payments received after the 7th of the month are considered late and may be subject to a \$50.00 late fee. A tuition payment that is 30 days delinquent may result in denying the child the opportunity to attend VINEYARD MONTESSORI. A \$25.00 service charge will be assessed on all returned checks.
5. SPECIAL ARRANGEMENT for tuition payments may be made. Please contact the office if it is difficult to make the payments as specified above.
6. We are a year-round school and tuition is continuous throughout the year. The tuition guarantees a reservation for the child at VINEYARD MONTESSORI. There are no reductions for absences, vacation time-off, illnesses, in-service days, or the holidays which are observed throughout the year.
7. VINEYARD MONTESSORI agrees to give no less than a 30-calendar-days written notice of any basic rate change or change to service provisions.
8. Families are required to give VINEYARD MONTESSORI 30 days written notice prior to withdrawing their child. If a written notice is not received, full tuition for that period will be charged.
9. Siblings attending VINEYARD MONTESSORI will receive a 7% discount on the oldest child's tuition.
10. VINEYARD MONTESSORI is open from 7:30 a.m. to 5:30 p.m. weekdays except holidays. A late fee of \$25.00 will be charged for every 30 minutes to any parent or guardian picking their child up after the agreed upon schedule if prior arrangements have not been made. Our staff have families and other personal responsibilities to attend to after the closing of the school. This fee is designed to protect the staff as well as the children. Payment should be made directly to the staff person attending to the child.
11. VINEYARD MONTESSORI reserves the right to suspend or dismiss children for unsatisfactory behavior or for families repeatedly not adhering to our drop-off time (before 9:00 AM). We also reserve the right to dismiss children for any reason for which the school does not have the expertise to assist a child. In accordance to Health and Safety Code Section 101200. The CA State Department of Health and Safety personnel has the right to inspect any place providing personal care, supervision, and services at any time. They may also interview children or staff and inspect child or childcare center records without prior consent. The State Dept. also has the authority to observe the physical condition of the child(ren), including conditions that could indicate abuse, neglect or inappropriate placement.
12. Families agree to adhere to VINEYARD MONTESSORI'S policies and procedures which are included in the enrollment packet. This includes the Health and Sickness Policies.

If you are requesting placement in our Toddler or Infant program, please check the appropriate box below:

- I, the undersigned, am requesting placement in the Toddler program.
 I, the undersigned, am requesting placement in the Infant program.

I agree to the above terms and conditions.

Dated this _____ day of _____, 20_____.

Signature of Parent or Guardian

For Vineyard Montessori