



PARENT-CENTER AGREEMENT

This agreement between THE VALLEY SCHOOL which will provide child care services at 30 E. Green Street, Middletown, MD 21769 and Parents _____ hereinafter “PARENT(S)”, whose child/children _____ hereinafter “CHILD” will receive that care.

Both parties acknowledge that they have read and understood the *Parent Handbook* developed by THE VALLEY SCHOOL and that both parties agree to abide by the provisions and terms of the handbook. At any time, I am aware that THE VALLEY SCHOOL may upon reasonable written notice, change, add to, or delete provisions in the Parent Handbook. You can find THE VALLEY SCHOOL Parent Handbook on THE VALLEY SCHOOL website. _____ **initial**

THE VALLEY SCHOOL agrees to:

- A. Provide child care from: _____ (start time) to: _____ (finish time), beginning on: ____/____/____ through to: ____/____/____ (completion date if known), for the weekdays of: []M []T []W []TH []F, except on the following holidays and professional days: Labor Day, Thanksgiving Day, Day After Thanksgiving, Christmas Day (December 25), New Years Day (January 1), Good Friday, Memorial Day, and Fourth of July (July 4) and two (2) Professional Days (THE VALLEY SCHOOL will provide at least 60 days advance notice of actual dates).
- B. Provide morning and afternoon snacks at no additional charge.
- C. Reserve the right to dismiss a CHILD if he/she acts in a disruptive manner or will not participate in regular and routine activities provided by THE VALLEY SCHOOL. _____ **initial**

The PARENT(S) agree to:

- A. Pick up their CHILD by closing time, or there will be a late fee charged, as described below. The PARENT(S) will provide reasonable notice to THE VALLEY SCHOOL if they are delayed in picking their child up.
- B. Inform THE VALLEY SCHOOL of illness, infectious disease, or problems with their CHILD that could affect other children in the care of THE VALLEY SCHOOL and keep the CHILD home when presenting any signs of illness as outlined in the *Parent Handbook*.
- C. To pick up the CHILD immediately after being notified that the CHILD is sick. Sick care is not available. PARENT(S) are responsible for making other child care arrangements when the child is ill. Staff will observe children daily for symptoms of contagious illnesses before they will be admitted into THE VALLEY SCHOOL. If a child has a fever, diarrhea, vomiting, and/or unexplained rash or another contagious disease, he/she will be sent home. Children must be Symptom-free for 24 hours without medication before being re-admitted to THE VALLEY SCHOOL. Children who are out for three or more consecutive days due to illness must provide a doctor's note to return _____ **initial**
- D. Complete the Registration, Getting to Know You, Emergency Medical Information and Permission Forms, and any other forms required by state licensing regulations.
- E. Supply THE VALLEY SCHOOL with the following items necessary for the care of their CHILD:
[] Diapers [] Formula [] Special Diet Foods [] Other items such as: _____.



- F. Ensure that the child’s immunizations are kept up to date, and provide the immunization information and physician’s signature as required by state regulations. Failure to do so may result in your CHILD’S dismissal.
- G. Be liable for the CHILD’S illegal or destructive actions while at THE VALLEY SCHOOL.
- H. Comply with all requirements and policies of THE VALLEY SCHOOL.

The parties agree that in exchange for these child care services, the PARENT(S) will pay THE VALLEY SCHOOL the following fees:

- A. A \$ _____ one time **nonrefundable** registration fee.
- B. A \$ _____ activity fee due upon registration and every September thereafter. This fee is not pro-rated. Additional summer program activity fees may apply for children enrolled in our summer programs.
- C. \$ _____ weekly tuition payments, due each Friday by 6:00 p.m. whether the child is present or absent that day. ____ **initial**
- D. A **\$25 late fee** for tuition received after 9:00 am Monday and a **\$35 late fee** for tuition received on Tuesday or any day after. ____ **initial**
- E. **\$1 per minute** if the PARENT(S) fails to pick up the CHILD by the times stated above, due and payable upon the arrival of the PARENT(S) responsible for picking up the child. ____ **initial**

The parties agree that all payments shall be made by electronic check(checking account-no charge) or by credit card (2.59% charge) with a \$35.00 fee for insufficient funds. Payments can be made online through our website, automatically withdrawn from your checking account or credit card (extra form to be completed), or at the center with our new swipe machine. ____ **initial**

PARENT(S) agrees that a two-week written notice must be given to THE VALLEY SCHOOL if the PARENT(S) decides to terminate this agreement. If notice is not given, PARENT(S) agree to forfeit their deposit. If I choose **not to start** my child at THE VALLEY SCHOOL after I have paid the fees, the registration fee and the deposit will be forfeited.

This contract is legally binding on both parties and subject to enforcement through any lawful means. PARENT(S), in default of this agreement, is liable for attorney fees, court costs, and any other expenses incurred in enforcement, if applicable.

Understood, agreed to and signed this _____ day of _____, 20____.

THE VALLEY SCHOOL

Mother/Guardian Signature

Print Name

Father/Guardian Signature

Print Name