



## Parent Agreement

### **Mail completed form to:**

TotSpot Preschool  
c/o Shannon Powell  
6875 S. Amethyst Drive  
Chandler, Arizona 85249

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(Child's Name)

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(Birth date)

**TotSpot Preschool** classes for 3 year-olds are held Tuesday and Thursday from 9am-11:00am. Pre-k classes for 4 and 5 year-olds are held Monday, Wednesday and Friday from 9am-11:30am OR 12:00pm – 2:30pm.

Parent must pick up their child promptly at the agreed upon time or parent may be subject to a late fee which will be \$1.00 per minute after the first 10 minutes late.

Payment for preschool instruction services is \$165.00 per month and is due by the first class period of the month. Payments not received by the 2<sup>nd</sup> class period of the month are considered late and are subject to a \$5.00/day late fee. If payment is not received by the 2<sup>nd</sup> class period of the month, the child will not be admitted until payment is received, or preschool services may be terminated at the discretion of the teacher.

Parent is responsible for a \$50.00 one time, non-refundable registration fee. Returned checks will be assessed a fee of \$25.00.

Admittance to children with infectious illnesses will be prohibited at the teacher's discretion so as to prevent the spread of illness to other children.

After two unexplained absences, preschool services may be terminated by the teacher and the teacher reserves the right to fill the vacant position.

Every precaution will be taken to prevent accidents or injuries, but the teacher is not responsible for payments arising from any accident or injury which takes place while the child is in the teacher's care or on her property. The teacher is not responsible for lost and/or broken toys brought to preschool by the child.

The monthly preschool fee will remain the same regardless of absences. No make-up days will be offered. **Parents will be required to pay the same monthly tuition each month regardless of absences, holidays or breaks in conjunction with the Chandler Unified School District's calendar.** The amount for any class cancelled by teacher will be deducted from the following month's tuition.

Upon signing, the Parent states that he/she has read and agrees to the terms as outlined above.

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(Parent Signature)

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(Date)