

Sutherland Preschool Parent's Agreement

Delivery and Pick Up

I will be responsible for the care and transportation of my child to and from the Preschool.

I will deliver my child directly to a staff member and report to a staff member when calling for my child.

Upon arrival I will sign in my child and upon departure sign out my child. I understand that under no circumstances will my child be released to a person other than myself unless:

- a) that person's name appears on the registration form.
- b) I have phoned to say that I am sending alternate.
- c) I have noted the person for pick up in the sign-in book.

I agree to pick my child up promptly at 11:15 a.m. or 2:45 p.m., depending on which class my child is enrolled in. A late pick-up fee may be charged.

Health

I will not send my child to the Preschool if there is any question of illness.

I will notify the staff immediately if my child has been in contact with or contracted a communicable disease.

In case of injury to my child while in the care, custody or control of the Preschool, I hereby waive all claims against the Preschool in excess of public liability insurance carried by the Preschool.

I will update my contact phone numbers when necessary.

I will update my contact person list when necessary.

I authorize the staff to call a physician or ambulance in the case of accident or illness, where the parent, guardian or contact person cannot immediately be reached.

Medication will only be given with written doctor's instructions and signed parental consent.

I will keep the staff informed of any allergies my child has or foods not allowed and if necessary I will provide an alternative.

I will keep staff informed of any event or change of routine at home that might affect my child's behavior.

Clothing

I will dress my child suitably for indoor preschool play realizing that often art activities in particular can get quite messy.

I will dress my child suitably for outdoor play in compliance with the Preschool's "fresh air policy". All outer clothing should be marked with your child's name.

I understand it is best to keep personal toys or treasures (especially money) at home.

On rainy days I will supply my child with dry footwear/slippers to be used at preschool.

These may be left at school or brought on a daily basis.

Snack

I will supply my child with a **small, healthy snack**. I will not send candy to preschool or products containing peanuts or other nuts. I may be asked to eliminate other foods in the case of potential anaphylactic reactions. I give the staff permission to serve my child filtered water, or will provide his/her own. I will not send juice or milk to school.

Toileting

I understand that my child is expected to be toilet trained when entering the program.

School Program

I understand the staff is responsible for planning an interesting, safe program which will include basic Christian concepts.

Excursions

I hereby grant my permission for my child to go on short, neighborhood excursions by foot. These excursions will be supervised by the preschool staff.

Note: All excursions other than walking will be pre-planned and all parents will be informed about them prior to their taking place. Parents will be asked to volunteer their assistance for transportation and helping to supervise children on field trips.

Holidays

I understand that Sutherland Preschool takes the same Christmas, Spring Break and summer holidays as the North Vancouver Public School system.

The Preschool is closed on Statutory Holidays. It does not close for professional days.

Parental Involvement

I understand that the Preschool staff has overall responsibility for the program, teaching methods, guidance strategies and health and safety measures. If I have any questions about my child’s progress or preschool’s program, I will direct them to the staff members. I understand that parent volunteers are always welcome to participate in the program. I will speak to my child’s teacher if I would like to attend a class.

Fees

I will pay my child’s fees in advance with ten (10) post-dated cheques. The monthly fees have been equalized over ten months. No tuition credit is given for statutory holidays, Spring Break and Christmas Break. No tuition credit is given for extended family holidays.

Withdrawal of Child from Center

If it becomes necessary to withdraw my child from the Preschool, I will give one full month’s notice in writing to the supervisor or pay one month’s fees in lieu of notice.

Please retain the above information.

Please detach and return the following with the *registration form and fee*



I have read carefully the Parents’ Agreement of Sutherland Preschool and I agree to follow it to the best of my ability.

Parent/Guardian’s Signature

Date