

PARENT POLICY AGREEMENT

Welcome Amigos offers a 10-month program from September to June, except for the summer recess, winter recess, and holidays, as stated on our school calendar. Families may have the option to pay monthly, or in full.

If payment is not received after 5 days of the due date after, a \$25.00 late fee charge will be applied. Families will be given at least 30 days notice of a rate change.

The tuition fee will be prorated for new students entering late in the school year. The first and last monthly payment is due at the time the child is accepted into the program.

The \$75.00 yearly enrollment fee is non-refundable. There is a 20% non-refundable fee from your first and last payment installment if you withdraw the program once enrolled. Other refunds will be given with a **sixty days** written notice if you decide to withdraw your child from the program.

There are no make up classes allowed due to illness, vacations, or holidays.

I understand my responsibilities under this contract and reviewed the Welcome Amigos Parent Handbook.

Student's name: _____

Responsible Parent/Legal Guardian: _____

Address: _____

Telephone: _____

Date

Parent's signature

**WELCOME AMIGOS CHILD PICK-UP AUTHORIZATION EMERGENCY CONTACT
FORM/PARENTAL CONSENT / SCHOOL RELEASE FORM**

Child's Name _____ Date of Birth _____

Address _____

Mother's Name _____

Mother's Occupation/Interests (optional) _____

Work Phone Number _____ Cell Phone Number _____

Father's Name _____

Father's Occupation/Interests (optional) _____

Work Phone Number _____ Cell Phone Number _____

Person(s) other than yourself authorized to transport your child to/from school, ***including those in your carpool:***

Name	Relationship to Child	Phone Number
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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PARENTAL CONSENT

I give my consent to Welcome Amigos Preschool and After School Program to: • Release my child into the custody of the individual(s) named above

Parent' Signature

Date

WELCOME AMIGOS REALEASE FORM 2011 - 2012

Please read the information below. Please return this form with your enrollment information.

Pictures: Throughout the year, the children participate in several different special events at Welcome Amigos. We like to capture these special moments by taking pictures and/or videotaping. We would like to use these pictures/videos on the web site, and in some of our publications. Pictures will only be used by Welcome Amigos.

Please sign below if you give permission.

Child's name

_____ _____
Parent/legal guardian signature Date

Email:

At Welcome Amigos the best way to communicate with families is via e-mail. We send out pictures, weekly summaries, website updates announcements, invitation, among others. Please list all members of your family of whom you want us to include in our mailing list

Name	E-mail	Relationship to Child
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Directory:

Welcome Amigos would like to compile a school directory. This directory would include the children in each classroom, parent's names, e-mails, and phone number. Please fill out the information below if you want your child's information to be included in the directory. We will only include the information that is given

Child's name: _____ Parent's Name: _____

e-mail: _____ Phone number: _____

Please list other information that you want us to include:

