

HAPPY DAYS AT RIVERDALE / RENANIM MANHATTAN INC.

2975 Independence Avenue

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Website: www.renanimmanhattanpreschool.com

PARENT ENROLLMENT AGREEMENT

We, the undersigned, hereby apply for the enrollment of our child in Renanim Manhattan Inc.

Name of Child _____ Date of Birth ____ / ____ / ____

Address _____ Tel (____) ____ - ____

Class _____ Session _____ School Year: September _____ - June _____

Schedule: Days - Mon Tues Wed Thurs Fri

Hours - 8:30-12:00 8:30-3:30 8:30-6:00 Early Drop Off: 7:30

(Circle all that apply)

Medical Form

New children must have a completed medical form with all immunizations before school starts. Children who have been here before must have updated forms. By law, each child must have a yearly physical examination. No child will be admitted on the first day of school without a medical form.

In the event that your child becomes ill during the school day, we will notify you to pick up your child. In the event of an emergency we will obtain Emergency Medical Treatment from a licensed physician.

All materials, clothing, toys, etc brought from home must be labeled. Renanim Manhattan will not be responsible for any articles brought from home.

Tuition & Fees

We agree to pay tuition for the school year that will begin on September _____ and end on June _____. According to the following schedule: Total tuition and fees are _____; this includes the fee for the hot lunch program (children 2 to 5 years of age). A non-refundable deposit of **\$800.00** is due with the signing of this contract and will be applied toward the final tuition installment. An **\$85.00** non-refundable registration fee is also due with the signing of this contract. Checks should be made out to RENANIM MANHATTAN INC.

Tuition is due in 10 equal installments of \$ _____. The first installment is due August 30, 2017. Thereafter, each installment is due by the fifth (5th) of each month. Ten (10) pre-dated checks should be provided to **RENANIM MANHATTAN INC** in order to cover the tuition and the fee for the lunch program. If you provide us with 10 pre-dated checks, you should deduct your deposit of \$800.00 from the 10th check. You agree to pay a **\$35.00** fee for each returned check and **\$50.00** for any payment received after the fifth (5th) of the month. If a check is returned to you for insufficient funds, RENANIM MANHATTAN INC will have the right to refuse the personal checks from you. **NO CHILD WILL BE ADMITTED UNLESS PAYMENTS ARE MADE IN ACCORDANCE WITH THE ABOVE TERMS** or other arrangements have been made.

Enrollment is for the ENTIRE school year (September ____ – June ____). If for any reason the child must be withdrawn from school before the end of the year, full tuition and fees for the year must be paid unless you have given the school 30 days written prior to your child's last day at the program.

Pick-Up/Drop Off

Children should be picked up on time, a penalty is charged for any late pick-up unless prior arrangements have been made. Arrangements can be made for early drop-off and late pick-up for an additional cost.

Parents who are bringing or picking up their children while school is in session should not enter the classroom, as this may upset the other children or interrupt the class. Parents should wait for their children in the hallway.

Absences

This contract is for the entire school year. If a child is absent, even for an extended period of time, tuition in full must be paid. _____ (initial here)

Transportation

Transportation shall be directly arranged between the parents and the transporter. Neither RENANIM MANHATTAN INC nor any of its staff have any connection or association with the transporter RENANIM MANHATTAN INC is not liable or responsible in any manner whatsoever for such transportation.

School Option

Should the management of RENANIM MANHATTAN INC determine, for pedagogical reasons that a child should be asked to leave the school and the child leaves the school, this agreement will be terminated at the option of RENANIM MANHATTAN INC.

This Parent Agreement is subject to changes in whole or in part by RENANIM MANHATTAN INC with one month's notice, beginning of the calendar month.

It is the policy of RENANIM MANHATTAN INC that any information regarding the child, the child's family, or other matters discussed with the Director or staff will be held in strictest confidence unless otherwise authorized by the parents.

Acceptance of this agreement by RENANIM MANHATTAN INC shall constitute this contract as binding.

Father _____ SS# _____ Date ____ / ____ / ____
Signature

Mother _____ SS# _____ Date ____ / ____ / ____
Signature

1. Check # _____ Date _____ \$ _____ 6. Check # _____ Date _____ \$ _____

2. Check # _____ Date _____ \$ _____ 7. Check# _____ Date _____ \$ _____

3. Check # _____ Date _____ \$ _____ 8. Check# _____ Date _____ \$ _____

4. Check# _____ Date _____ \$ _____ 9. Check# _____ Date _____ \$ _____

5. Check# _____ Date _____ \$ _____ 10. Check# _____ Date _____ \$ _____

Registration Fee: Check # _____ Date _____ \$ _____

Deposit: Check # _____ Date _____ \$ _____