Parent / Guardian and Cornerstone Junior Kindergarten Agreement

- Parents/Guardians must give notification for vacation periods or extended absences due to illness or otherwise. No refunds will be given for days missed from Junior Kindergarten.
- Parents/Guardians must provide written notification of any changes to their personal information. The Junior Kindergarten reserves the right to any information that is pertinent to the child and to his/her daily routine.
- Children must be signed in and out when dropped off and picked up. Only persons on the authorized list will be allowed to pick up your child from Junior Kindergarten. The Junior Kindergarten will not release a child unless notification has been given.
- The management of Cornerstone Junior Kindergarten reserves the right to release or suspend a child in the best interest of the child or the Junior Kindergarten. Parents will be notified.
- The Junior Kindergarten is closed on all statutory holidays, Easter Monday, two weeks for Christmas and two weeks for Spring Break and some Professional Development Days (Pro-D Days).
- **Parents/Guardians must give one full calendar month's written notice** of student withdrawal or forfeit one full month's tuition. Once notice is received, any outstanding postdated cheques will be returned to the parent, or in the case of a personal Pre-Authorized Debit Plan, payments will be stopped. If notice is not received in a timely manner, tuition for the month will be processed. Withdrawing a student after April 1st does not release the parent from paying tuition for May and June.

  In the event of lateness, (more than 15 minutes after class) Cornerstone Junior Kindergarten will charge a late fee of **$3.00 for every five minutes** and part thereof that the child needs supervision. This will apply after <u>three</u> warnings.

- Children will take part in daily outdoor playtime for a minimum of 30 minutes per class (when the weather is poor, children will be involved in indoor active play; a combination of teacher directed and free play movement activities at Cornerstone JK.
- Children attending Cornerstone JK do not have screen time (TV, computer, etc. available to them. Occasionally, a very brief educational video clip or picture is used to enhance a concept they are learning.
- I agree to pay the non-refundable registration fee of $50 (for one child) or $100 (for more than one). I understand that it is a one-time fee that is non-refundable and that it is not a part of my yearly tuition.

I _____ have read and understood the parent handbook and agree to abide by all of the policies included.

_____   _____

Parent / Legal Guardian Signature   Date

Name of Facility: **Cornerstone Junior Kindergarten**

EMERGENCY CONSENT CARD

CHILD'S NAME: (SURNAME) _____ (FIRST) _____ BIRTHDATE (Y/M/D) _____

ADDRESS:

_____

_____

PARENT'S NAME: _____ CHILD LIVES WITH: _____

WORK PHONE: (_____) _____ HOME PHONE: (_____)_____ CELL: (_____)_____

EMERGENCY CONTACT: _____ PHONE: (_____)_____

CHILD'S M.D. _____ PHONE: (_____)_____

   1. ALLERGIES: _____

   2. MEDICATIONS: _____

CHILD'S DENTIST: _____ PHONE: (_____)_____

CARE CARD # _____ DATE EFFECTIVE: _____

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CONSENT FORM

1. It is the policy of this centre to notify a parent when a child is ill or needs medical attention. Occasionally we cannot contact parents and we need to get immediate help for the child. Our procedure is to ensure that the child is taken to the nearest emergency service.

2. Please sign the consent below so that facility staff can take appropriate action on behalf of your child. Return the signed consent to the centre immediately. This consent will accompany the child to the emergency centre.

3. I hereby give consent for my child, _____, when ill, to be taken to the nearest emergency centre by emergency vehicle when I cannot be contacted. Any associated costs incurred as a result of emergency transportation or medical treatment for the child is the responsibility of the child's parent or guardian.

4. I hereby give consent for my child, _____, to receive medical treatment.

_____

Signature of Parent or Guardian

_____

Witness