



SCHEDULE A

PARENT'S AGREEMENT

As a "Parent" or "Guardian" of the "Child" participating in the Seymour Heights Parent Participation Preschool program, I agree to the following:

Participation in the Life of the Preschool

- 1) I will read and abide by the Constitution of Seymour Heights Parent Participation Preschool.
- 2) To be eligible to do duty days, I must complete all orientation requirements, attend General Meetings and participate in all parent education components. I understand that attendance at the monthly General Meetings is mandatory in order to maintain the Parent Participation Preschool license.
- 3) When I am on duty, I will arrive 20 minutes before school opening and stay until all required duties are completed. If I cannot be present, I will trade duty days with another qualified duty parent and advise the Supervisor accordingly.
- 4) On duty days, I will only bring my Child and, if applicable and arranged with their parents and the Supervisor, other enrolled children to class. I understand that in order to maintain the preschool's license and insurance coverage, I must not have any non-enrolled children at the school while class is in session.
- 5) If I become pregnant with a due date during, or within one calendar month of the school year in which my Child is enrolled at the preschool, I may have the maximum of two (2) months free of duty days, pre- and/or post-partum, if required. If more time is necessary, I may be required to make up any duty days missed during the extra period. In the event of adoption, the same shall be granted.
- 6) If I have an illness lasting more than one (1) month, I may apply to the Personnel Committee for exemption from duty days and/or General Meetings for the balance of my illness.
- 7) If I have more than one Child enrolled in the preschool, I shall do duty days for each Child. I am also required to fulfill all other responsibilities as required for each Child.
- 8) I will defer reasonably to the Supervisor on duty days and otherwise, in matters of discipline, safety and instruction while my Child is at preschool.
- 9) If a non-parent performs my duty days, I will provide written authorization permitting him or her to stand in for me and will comply with the terms of the "Permission for Non-Parents to do Duty Days" form, pertaining to a criminal records check, a doctor's note, and orientation and education requirements.

March 18, 2010

- 10) I will make every effort to be prompt in bringing my Child to school and in picking him/her up after school.
- 11) I will keep the Supervisor informed of any event or change of routine at home which might affect my Child's behaviour.
- 12) I will direct any questions about my Child's progress or the program of the school, to the Supervisor. I will direct queries or suggestions about the administration of the preschool to the Executive through the Personnel Committee or Chairperson.
- 13) I will participate on a committee, if needed, in addition to my job.
- 14) I will participate in the clean up at the end of the school year.
- 15) As fund-raising is a compulsory part of our preschool organization and all members are expected to participate, I will do my part willingly. I understand that the expected minimum contribution for each family is \$100 for the year, either through fundraising or a direct payment.
- 16) I will review my job description upon receiving my job binder and ensure I begin my duties at the appropriate start date, understanding that some jobs begin as early as June.

HEALTH AND SAFETY

- 17) I will ensure each day that my Child is not suffering from any illness, including communicable diseases and conditions, before sending the Child to the preschool.
- 18) I will notify the Supervisor immediately of any communicable disease or condition contracted, or suspected to have been contracted, by the Child or duty Parent/Guardian.
- 19) In case of emergency, I authorize the Supervisor to call my family doctor, or take my Child to the nearest emergency centre or summon an ambulance and I will assume financial responsibility. In the event that the Parent or Guardian cannot be immediately reached, I authorize the treatment considered appropriate by provincial emergency services personnel and/or any qualified medical practitioner(s).
- 20) I will ensure that I submit the completed medical health form signed by my doctor.
- 21) I will complete all forms provided to me by the Enrollment Chairperson including immunization records, medical and emergency contact information for my Child. Completed forms will be submitted by the specified enrollment deadline to prevent forfeiture of the Child's spot in the class.
- 22) I am aware of and will abide by the preschool's immunization policy.
- 23) I authorize the Supervisor to permit my Child to be seen by Public Health personnel during their routine visits to the preschool.
- 24) Upon notification by the preschool that my Child is ill, I will make arrangements to have the Child promptly picked up. In the event that the Parent or Guardian cannot be contacted, I authorize the Supervisor to arrange for a designated adult to retrieve the Child from the preschool.
- 25) That 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.

MONTHLY FEES AND RELATED PAYMENTS

- 26) I will pay to the preschool, upon enrolling my Child, the annual, non-refundable registration fee, and one month's fee.
- 27) I will pay my Child's tuition fees in the form of post-dated cheques at the September General Meeting to the Treasurer. Non-payment of fees may result in the de-enrollment of my Child from SHPPP.
- 28) If it becomes necessary to withdraw my Child from the preschool, I will give one (1) month's notice in writing to the Enrollment Chairperson or pay one month's dues in lieu of notice. If this withdrawal is after five (5) months, I may also forfeit my prepaid final month's fee.

Child's
Name: _____

Parent/
Guardian's
Name: _____ Date: _____
(Print)

(Sign)