



## Mommy Nature's Home Preschool

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### Mommy Nature's Home Preschool Parent/Teacher Agreement

#### About Me

*We are in our 5<sup>th</sup> year of Mommy Nature's Preschool! This is my second home preschool. I ran one for 2 years while we were stationed in England and I was going to college. I graduated Cum Laude with a Bachelor's Degree in Elementary Education and a strong focus in Early Childhood Education. I taught for 4 years (3 years in Kindergarten) before becoming pregnant with Jenna Belle. Wanting to stay home with her while keeping in touch with my love of educating children, I decided to open a home preschool. Now, with Emmalisse, we plan to be running this program until Emmalisse begins traditional school. Thank you for allowing me to be a part of your child's life!*

By returning your application and signing all the designated forms, we are both agreeing to all the terms stated within this booklet. This contract is valid for the school year: 2007 - 2008.

Child(ren)'s Name(s), Age(s)		
Child(ren)'s Date of Birth		
Days/Approx. times to attend		
Your weekly rate: \$ 17 a day/child x _____ children x _____ days a week = \$ _____		
Home Address		
Home Phone		
Parents' Name(s) & Cell Phone Numbers	Mom's Cell	Dad's Cell
Work Information:	Mom's Work Place & Phone	Dad's Work Place & Phone
Emergency contact name & number		
Family Doctor name/address/number		
People authorized to pick up child(ren) from care		

### **Trial Period for new students only**

There is a two-week trial period utilized to ensure that a positive match is made between yourself, your child and me. Anytime before the trial period ending date, as noted at the beginning of this contract, you and I both are empowered to end the relationship with no fees due to either party. Once the trial period is over, either party may end the relationship with 2 week's prior written notice. If you wish to withdraw your child after the trial period ending date, you agree to provide a two week written notice or two weeks of your weekly fee upon leaving Mommy Nature's Preschool.

### **Travel Authorization**

I give permission for my child(ren) to leave Mommy Nature's Preschool for walks or for travel in a private car and participation in activities geared for children. Examples under which children are transported include, but are not limited to, trips to parks, libraries, museums, play centers, shopping and various other field trips designed to stimulate children's interests. This also includes emergencies. \_\_\_\_\_ *(please initial)*

### **Parental Responsibilities**

INFORMATION ON CHILD TO BE FILED BEFORE FIRST DAY OF CARE

#### **1. This registration form**

**2. Tuition of 1st week.** Tuition is due, prior to care given, each Friday when you pick up your child(ren). On the occasion that your child does not attend a given Friday, please pay on the following Monday morning's arrival or earliest arrival day.

**3. 1 package diapers or Pull-Up style training pants, as needed.** If your child is actively potty training, Pull-Up style training pants are far easier than diapers.

**4. You may send a special blanket for naptime** or I can provide one for your child. (I will wash the blankets each weekend.) I will provide nap mats.

**5. Please provide a seasonably-appropriate change of clothes** in the event of an accident or spill. If possible, I will wash the affected clothing immediately. Otherwise, if your child has used the change of clothes, please bring another set the following day.

**6. 1 swimsuit** for water play.

**7. Sunscreen,** as desired.

**8. Toothbrush & toddler toothpaste (okay to swallow).** We brush our teeth after lunch.

### **Admissions**

All children at Mommy Nature's Preschool qualify for the same rate. We are not accepting any infants this year aside from pre-enrolled children.

### **Tuition and Fees**

Our rates are in tune with others in our area, and often better for what is offered here.

Tuition is \$85 weekly. (\$17 a day part time) No additional supply fee this year.

### **Where does your money go, you may ask?**

Tuition includes the supply fee which covers the cost of our new reading program as well as mats, toy/activity replacements, paper, copying, laminating, printer ink, video film, coloring supplies, paint, glue, art supplies, etc., tissue *and more tissue* in the winter, cleaning supplies, website fees, food, most field trip costs, electricity, gas, water to run the preschool and if anything is left over, I get to keep it as a paycheck. 😊

**Attendance:**

Please refer to our school calendar posted on the website. This includes all holidays based on the two school calendars.

[www.mommynature.com/preschool-menu.html](http://www.mommynature.com/preschool-menu.html)

**My Absences:**

All of my days off, including vacations and holidays, are unpaid. I will inform you as soon as possible of days needed off. I will attempt to secure a substitute (Cliff Moore, Crystal Eary or Ms. Rennie - Mason's Grandmother) to care for the children here for situations like doctor's appointments for my family and myself. If I cannot secure a child care provider to come here and care for the children, you will need to have an alternate plan in mind. You will be notified of anyone coming to care for the children in the uncommon event that I must be absent. \_\_\_\_\_ *(please initial)*

If I take days off in any given week, you will be charged the daily rate of \$17 for the actual days that your child(ren) is present.

**Your Absences:**

I appreciate advance notice of your vacations and other child absences, other than school vacation days. You are provided five days of "free" absences a year (like getting a whole week free!). You may take these days off and not have to pay for your child(ren)'s absence. Even with sick day "no notice absences" if your child(ren) will be absent, a phone call or email that morning or the night before would be appreciated so that our day can be easily planned. We will occasionally be gone from the house on walks or on some other field trip. Your child will be considered absent after being one hour late (without prior notification, including phone calls) after his/her/their usual arrival time) and I can not be held responsible for being absent if you arrive after that time having not notified me.

\_\_\_\_\_ *(please initial)*

Free absences will be charged a prorated fee based on days/times in attendance.

**Opening Times/Late Fees**

**Morning:** Our doors will open promptly at 7:00am on school days for your child(ren)'s arrival.

**Afternoon:** Without making prior arrangements with me, past 5:00pm you will be billed an extra \$2.50 per 15 minutes/child. Please understand that I run my business from my home in which I also care for my family. I work a long day as some children come earlier than others and some stay later than others. I understand traffic issues and occasional lateness in the same manner that I hope you will respect my personal time. Thank you.

**Health Information**

No child who arrives at Mommy Nature's Preschool noticeably ill, with a rash, or with a fever will be admitted for the day. Should your child(ren) become ill during the day, you will be notified immediately and expected to pick up your child(ren) within the hour. I will keep your child(ren) separate from the other children until a parent or authorized person comes to pick him/her up. In the unlikely event that your child falls ill frequently and you consistently fail to pick him/her up within an hour of being notified, I reserve the right to dismiss your child from my care permanently.

If a child contracts a communicable disease and exposes the other children, notice of such exposure will be posted and parents will be notified when they pick up their children. The ill child will not be allowed to return to Mommy Nature's Preschool until the period of contagion has passed and has been

properly medicated as per CDC guidelines. Please do not send your child into my family's home knowing he/she has a strep infection, pink eye, etc.

In case of medical emergency, I am trained in first aid, will administer it as needed but can not be held responsible for harm sometimes caused by administering any sort of emergency care (broken rib, etc.). The parent or authorized adult will be notified of emergencies as quickly as possible. Every effort will be made to contact the child's own physician for care, time permitting. If fast medical attention is required, the local ambulance service will be called to transport the child to the nearest hospital. If a substitute is available to stay with the other children, I will accompany your child to the hospital. Please inform me of any medical concerns such as allergies, seizures, etc. so that I may be prepared to handle the situation.

Medical concerns: \_\_\_\_\_  
\_\_\_\_\_

In case of emergency, I give my permission to admit my child(ren) into the nearest accepting hospital. My child has permission to ride the ambulance, if needed, and I (the parent/guardian) will be responsible for any and all costs incurred. \_\_\_\_\_ (initial here)

### **Damages**

You agree to pay for any damages to my home or belongings caused by your child(ren). I have childproofed to the best of my ability, but I can only do so much.

### **Pets**

We share our home and yard with 3 dogs, 2 cats and 1 guinea pig, along with an occasional fish, turtle, or worm brought in for science learning. The family pets remain up-to-date on their vaccinations. The animals are sometimes in the house during and after hours, so if your child(ren) has pet allergies, unfortunately this may be the wrong place for him/her/them.

### **Meals and Snacks**

Mommy Nature's Preschool furnishes morning snack, lunch and an afternoon snack to all children. Food served during the day will include servings from each of the four food groups as defined by the U.S.D.A. I buy organic when possible and try to serve food in as natural a state as possible. Our menus are now on the Yahoo group page! [www.mommynature.com/preschool-menu.html](http://www.mommynature.com/preschool-menu.html)

NO GUM ALLOWED.

### **Toys**

Mommy Nature's Preschool will provide an array of toys, books and activities with which to play. Ensure that items sent for Show 'n Tell are safe for all children and please understand that it may be held in a safe place until/after Show 'n Tell. If your child brings other toys from home, understand that it may be taken away if it causes tension between the children or poses a danger (ie: choking, etc.). A special "lovey", however, may be brought for naptime.

### **Naps**

Children will take a nap after lunch. Alternatively, they may be provided with quiet activities to do while lying on the mat.

**Discipline**

Acceptable behavior is encouraged by giving positive rewards. This reinforces a child's good feeling about his/her behavior and serves as an example to the children to act in such a way as to receive this praise. Asking a child to stop and think about his/her behavior enables him/her to work at self-control. Redirection/distraction is also used depending on the situation. If needed, one warning is usually given to remind the child of acceptable behavior. The next step would be a timeout or a logical consequence. The timeout provides the child space and time to calm down, remember what behavior is acceptable, and self-control to decide when he/she is ready to rejoin the group with appropriate behavior. Logical consequences may range from a favorite toy being taken away for a period of time, to being excluded from a favorite activity. If possible, I try to make the consequence "fit the crime". For instance, if your child continues to eat crayons, he/she loses the privilege of coloring for a time, versus not getting to play outside or some other nonsense correction. Corporal punishment will not be used. If you have found something that helps with your child, perhaps I can try the same method here. Please, however, do not ask me to continue a punishment from home, for instance, not letting your child play outside because he/she is grounded from it at home for some reason.

**Your Child's Likes/Dislikes**

Please inform me of your child's favorite games, hobbies, etc. Also inform me if your child has any special routines for naptime, fears (i.e.: scared of dark, shut doors, etc.) or anything else about your child's likes and dislikes (such as foods) that you feel would be helpful to me. I would like to do whatever is possible, within reason, to make your child's time here more comfortable and fun. The more I know about your child, the better I can help him or her adapt to a new situation.

**Communication with Parents**

You will be given a daily verbal report of how your child's day was as well as contact through the Yahoo group and website concerning what we're learning. Please keep this contract for reference for any questions you may have come up. Contact me if you have other questions.

**Permission to use computer**

There is a computer to which the children will have access for educational games under supervision. I approve of my child(ren) using the computer/internet. \_\_\_\_\_ (initial here)

**Permission to have pictures/video taken**

I enjoy capturing the children's play activities on camera to share with you and them. (Inappropriate pictures/video will not be taken.)

I have read, understand and agree to abide by the rules in this contract.

\_\_\_\_\_  
Parent

\_\_\_\_\_  
date

\_\_\_\_\_  
Parent

\_\_\_\_\_  
date

\_\_\_\_\_  
Gina Moore, preschool teacher

\_\_\_\_\_  
date