



# Cypress Mom's Day Out & Preschool Handbook Agreement 2017-2018

Cypress Baptist Church • 4701 Palmetto Road • Behrton, LA 71006 • (318) 465-5900

Child's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Mother's Name \_\_\_\_\_ Father's Name \_\_\_\_\_

Please review these important policies as well as read the **ENTIRE** handbook before signing.

## Adding/Dropping Scheduled Days \_\_\_\_\_ Initials

I understand that if I want to add to my child's scheduled school days, it will depend on availability of the class. If the days I want are not available, I will be put on a waiting list and contacted when an opening occurs. I may drop scheduled days at any time during the school year, as long as my child maintains a minimum of two days per week. Dropped days will be immediately filled by students on the waiting list. The office will need to approve any changes to my child's schedule.

## Drop-Ins \_\_\_\_\_ Initials

I understand that my child may only attend school on his/her scheduled days. If I want my child to attend on a non-scheduled day, I will need to check with the office for availability and the non-refundable daily tuition rate of \$21 is due when the day is reserved. He/she may not come on any other day regardless of school activities. Your child's teacher cannot determine availability for drop-ins.

## Sick Child Policy \_\_\_\_\_ Initials

I understand that my child may not attend school if they have had fever, vomiting, diarrhea. They are to be symptom free, without medicine, for 24 hours before returning to school. If your child displays any signs of illness while at school, you will be called to pick up your child immediately. At any time, we may ask that you keep your child home due to individual circumstances for the wellbeing of the other children.

## Remind App \_\_\_\_\_ Initials

I understand that Cypress Mom's Day Out & Preschool's primary forms of communication will be the Remind App. It is my responsibility to sign up if I want to receive reminders for school functions. A **NEW** group is created yearly.

## Emergency \_\_\_\_\_ Initials

In case of emergency, I understand that 911 will be called for assistance. If necessary, my child will be transported by ambulance or emergency vehicle to the nearest hospital. I will be notified immediately.

## Photos \_\_\_\_\_ Initials

I understand that photos may be taken of the children throughout the day in order to capture special moments. Photos will be occasionally shared on Cypress MDO & Preschool's private Facebook page. In addition, photos may be sent in to the local newspapers or placed on the school's website.

**I have reviewed all policies on this agreement & the Parent Handbook and understand and accept all terms and conditions herein.**

Parent Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_