

Sample Contract. You will be given a contract for your child's schedule.

COVID-19 Policy Changes re Contract

Due to the unusual circumstances regarding COVID-19, some of RAMPP's policies will be temporarily changed.

We will be writing out the details of all of these policies to share with families and staff.

One major change is that the school may be directed by the Virginia Department of Health and/or the Virginia Department of Social Services (our licensing agency) to close a classroom or the whole school for some time period. It is our understanding that if a child or teacher tests positive for COVID-19, we must contact both VDH and VDSS. At that time, we will be told what steps to take next. And it is likely people who have been in contact with that person will have to self-isolate for 14 days. With that in mind, we are adding a section to the contracts as described below:

5. "If RAMPP must close due to COVID-19 or another emergency situation, I will pay the regular tuition rate for 2 weeks. If the school does not reopen after 2 weeks, I will have the option of enrolling my child in a Connected Learning Program."

We are requiring that tuition be paid for 2 weeks if the school (or a classroom) must close due to COVID-19 or some other unforeseen emergency. We need to do this in order to pay our teachers for those 2 weeks and to help pay other expenses like rent and utilities.

During these 2 weeks, we will offer a Connected Learning Program to families who are interested. This will include a video meeting component (ie Zoom), activity bags sent home with children, books with related activity suggestions sent home with children, and other activities. This 2 week program will be included in the regular tuition.

After the 2 weeks is up, we should be able to reopen the school/classroom. However if we are not able to open, parents who wish to continue enrollment in the Connected Learning Program will pay some tuition for this program and to ensure that their child's space at RAMPP is secured when we reopen. We will be able to give more information about all of this as the program is developed.

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Parent Contract

1. I understand that I must pay a non-refundable application fee of \$100 plus a non-refundable deposit of \$350 in order to secure a space for my child at Robots and Mud Pies π Preschool (RAMPP) for the coming school year.
 2. I agree to pay tuition in ten (10) monthly payments or one annual payment. The first payment is due on *or before* September 8th and subsequent monthly payments are due on *or before* the 1st of each month through June. (The June payment will be ½ of the normal monthly payment. See below for details.)
 3. Late payment of tuition will result in a late fee of \$10.00 if tuition is not paid by 4:00 p.m. on the 5th day of the month (or Sept 11, 2020). Parents will pay any bank charges related to checks that are returned by the bank or other payments that cannot be processed.
 4. Dismissal time is 12:00 noon for the AM session and 4:00 p.m. for the PM session. A fee of \$15.00 will be charged after 12:15 p.m. or 4:15 p.m. unless prior arrangements have been made. Repeated late pick-ups may result in dismissal from RAMPP.
 5. If RAMPP must close due to COVID-19 or another emergency situation, I will pay the regular tuition rate for 2 weeks. If the school does not reopen after 2 weeks, I will have the option of enrolling my child in a Connected Learning Program.
 6. If I must withdraw my child from RAMPP, I will give a paid, written thirty (30) day notice.
 7. Tuition payments will not be refunded for absences or closings. There are no make-up days for missed days.
 8. RAMPP reserves the right to terminate this contract if payments are not made on time or for any other reason. Tuition payments that have already been paid are non-refundable.
 9. I agree to submit all required paperwork by the date of the August Open House (see calendar) or before my child's first day of preschool if starting after the first week of September.
 10. I agree to read the RAMPP Parent Handbook (online). I will ask questions if I am unsure of any policy.
- My child will attend RAMPP for the following session(s) at the following tuition rates.

Number of Days: 3 Morning Session: _____ Afternoon Session: _____

Monthly Tuition: \$350.00 Tuition for June: \$175.00

Optional Programs: (Additional \$5.00 per day, not included above.)

My child will be enrolled in (circle one) Early Morning Drop Off or Afternoon Extended Day for the following days (circle days) Mon, Tues, Wed, Thur, Fri. I will pay an additional \$_____ each month for these additional hours for a total of \$_____/month. Sign here if you wish to enroll in this optional program. _____

Annual Payment (5% Discount):

If you would like to receive a 5% discount on your tuition, you can pay one annual payment, that amount will be due on September 8, 2020. Please, speak to Barbie Gallini to make arrangements.

Child's Full Name _____

PRINT Parent/Guardian Name _____

Parent/Guardian Signature _____

Date _____

PRINT Parent/Guardian Name _____

Parent/Guardian Signature _____

Date _____

PLEASE MAKE A COPY OF THIS CONTRACT AND OTHER FORMS FOR YOUR RECORDS