

Contract with Olive Branch School

I, \_\_\_\_\_, contract with Olive Branch School for education services for my child \_\_\_\_\_ age \_\_\_\_\_. The school program is offered Monday through Friday. My child will attend:

Half-day (8:30-12:30)

Full-day (8:30-3:30)

- I understand that I will be invoiced for any extra care that may be needed on an individual per month basis as outlined in the Parent Handbook and I am required to fill out and submit all forms prior to start.
- I understand that school attendance is not mandated in Oregon until 1<sup>st</sup> grade, and that I will be charged the monthly rate even if my child is in attendance less than five days of programming per week. I understand I will be charged the monthly rate even if my child is absent due to illness.
- I understand that payment is due monthly. I understand that tuition is due on the first of the month and late on the fifth. Tuition payments not in before the fifth day of the month are assessed a \$25 late tuition fee and returned checks will incur a \$50 fee. Unscheduled late pick-ups past the 5 minute grace period are billed at \$1 per minute. Scheduled late pick-ups must be made 24 hours in advance and will be billed at \$10 per hour (1 hour minimum).

Olive Branch School offers an August- May school program and Optional Summer Programming:

- I understand that there may be a yearly tuition increase at the start of the calendar school year in September, I will be notified of any increases by the school with at least 3 months notice.
- I further give my consent for my child to take part in neighborhood walks and walking excursions with proper supervision and for my child’s photo to be taken as a part of the school community, and I will be notified of field trips involving transportation and if declined will need to make other arrangements for care during those times.
- I agree that in the case of an accident, emergency medical care may be given, in the event that I cannot be contacted immediately. I agree that Olive Branch School will not be responsible for sickness and injury of my child while in the care home or in transit to and from the care home except when it is the direct result of the caregiver’s negligence.
- I agree to give four-weeks notice of termination of this agreement with payment in advance. If I give no notice for termination I agree to pay the equivalent of one month’s tuition.

Montessori Philosophy is predicated on 3 year work cycles and Olive Branch School offers a kindergarten year as the final year of that cycle. Siblings and legacy siblings receive 10% off tuition.

Parent’s Signature: \_\_\_\_\_ date: \_\_\_\_\_

Parent’s Signature: \_\_\_\_\_ date: \_\_\_\_\_

Current Rate: \_\_\_\_\_