

# CONEJO VALLEY UNIFIED SCHOOL DISTRICT

## CVUSD Preschool 2024-2025 ADMISSION AGREEMENT

To complete your enrollment process, please complete this form, sign and return with your packet.

**I have read the following policies and procedures:**

- I have completed the registration form and agree to only send my children to the program/s I selected for which I am paying.
- I understand that the licensing agency has the authority to inspect the facility and interview children in care.
- Parents of a child/ren with special needs shall meet with the Early Childhood Administrator prior to the first day of attendance to complete a written needs and services plan.
- I understand that prior to admission to **CVUSD Preschool** my child/ren shall be immunized against diseases as required by the CA Code of Regulations, Title 17.
- I understand that my child will be released **ONLY** to the person(s) authorized to pick up as noted on the emergency card.
- Failure to submit tuition or fees may result in my child being dropped from the program.
- I have read the CVUSD Preschool Parent Handbook Highlights and the Notification of Parent Rights. I agree to uphold the Parent/Adult Code of Conduct and agree to adhere to the policies and procedures in the Parent Handbook.
- I have read, signed, and submitted the following forms:
 

○ Personal Rights (LIC 613A)	○ Child's Preadmission Health History (LIC 702)
○ Consent for Emergency Medical Treatment (LIC 627)	○ Notification of Parents Rights (LIC 995)
○ Identification and Emergency Information (LIC 700)	○ Caregiver Background Check Process (LIC 995E)
○ Physician's Report (LIC 701)	○ Release of Information
	○ Admission and Form completion agreement

### TUITION AND FEES

- My child \_\_\_\_\_ will attend from \_\_\_\_am to \_\_\_\_\_pm. ( a maximum of 10 hours per day)
- The \$100 application fee is non-refundable.
- There is an annual non-refundable materials fee of \$100 that will be collected upon enrollment and again each October that your child remains in the program.
- The monthly tuition fee of \$\_\_\_\_\_ is due on the 1st of each month and will be considered late if paid after the **5<sup>th</sup> of each month**, at which time a late fee of \$25 is due and payable each month tuition is not paid on time. (Appropriate charges will also be added for all returned checks.)
- There is a late fee of \$1.00 for every minute, starting 1 minute past the designated pick up time.
- Summer Program Fee of \$25.00 is collected in May; this covers the cost of extra activities planned for our Summer Program.
- Key fobs are available for \$10 per fob.

Initials: \_\_\_\_\_

**I have read, understand, and I agree to follow the guidelines of the Conejo Valley Unified School District Child Care Program as set forth in detail in the CVUSD Preschool Parent Handbook Highlights. Detailed information can be found in the handbook online at [www.cvusdpreschool.org](http://www.cvusdpreschool.org)**

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

Student Name: \_\_\_\_\_ Center: \_\_\_\_\_