



Enrollment Agreement: Summer Program 2021

Pick-up and Drop-off:

- Classes start promptly at 9:00am and end at 3:00pm, or 6pm; in accordance to the schedule student is enrolled.
- Classes will not start until 9:00am.
- **Child will not be allowed to attend class if he/she arrives more than 20 minutes late to avoid classroom disruption.**
- Classes end promptly at 3:00pm and 6:00pm, parents or authorized adults need to arrive on time for pick-up.
- Child will not be allowed if he/she presents signs of sickness (coughing, flu, fever, virus, etc.) Doctor's note required.
- We encourage parents to dress children in comfortable clothes. Preferably sneakers on field trip days. It is mandatory for children to wear the SCHOLARS t-shirt on Field trip days and every day during recess.

Misbehavior:

I understand and agree that my child will receive detention or expulsion due to medical conditions beyond the expertise of the program, discipline problems; cursing, fighting, inappropriate behavior, punching, hitting, slapping or any other inappropriate physical or verbal action at or towards The Scholars Corner and its property and or other students. In addition, during field trips misbehavior and property damage to the school buses and facilities will not be tolerated. I understand that my child has the duty to:

Participate in group activities provided , Respect leaders, peers and facility , Remain in designated areas.

- **Behave during field trips and recess at the park; in the school bus and facilities we will be visiting**
- Children may be suspended and/or withdrawn from program for the following reasons or at Director's discretion:

- Non-payment of tuition
- Failure to follow all policies by either child and/or authorized adult.
- **THERE WILL BE NO REFUND IF YOUR CHILD IS WITHDRAWN FROM THE PROGRAM DUE TO MISBEHAVIOR.**

- **Three warnings can be given to a parent about child misbehavior, each must be signed by a parent. Refusal to sign at least ONE warning will result in child's immediate withdrawal from the program.**

- **Child might be excluded from field trips due to misbehavior or non-compliance.**

Lunch & Snack:

Students enrolled in our program will be served two nutritious snacks daily. **Students will need to bring their own lunch every day.** We also encourage parents to send children with additional snacks of their preference. Please advise us if your child has any food allergies.

Additional Terms and Conditions:

The Scholars Corner Tutoring, LLC Property:

I understand that my child is responsible for returning any textbooks, dictionaries, calculators, computers, electronic devices, board games and any other property of The Scholars Corner Tutoring, LLC that has been borrowed. If any of the aforementioned items are not returned in the conditions they were checked out, a charge will incur for damaged or lost items at the discretion of the director. **I also understand that if any defacement of The Scholars Corner Tutoring, LLC property results, I hereby attest that I will be responsible for all costs related to fixing the resulting damage.**

USE OF ELECTRONIC GADGETS: Use of ANY electronic gadgets (cell phones, games, iPads etc.,) is NOT prohibited. However a child may not record videos or take photos of any kind: of The Scholars Corner, its property or other teachers or students on premises. Electronic gadgets CANNOT be used during class time or at the park or during field trips. Misuse of electronics might be confiscated by The Scholars Corner director and returned to child's parent/guardian. The Scholars Corner is NOT responsible for any damages that are

brought to students' electronic devices or any of the students' belongings. It is solely the student's responsibility to take care of their belongings at all times.

Videotaping and Photographs:

I consent for my child to be videotaped, filmed or photographed during classroom activities exclusively for promotional purposes of The Scholars Corner Tutoring, LLC website and advertisement materials as well as for proof of any specific behavior.

Emergency Consent:

I acknowledge that it is the policy of The Scholars Corner to notify a parent when a child is ill or in need of medical attention. I agree to pick up my child when ill within 30 minutes after the program has made contact.

- We will keep parents informed of any instances of communicable diseases.
- The Scholars Corner staff will not dispense medication. Please contact the Director for any emergency medications needed.
- Parental consent is given to The Scholars Corner Tutoring, LLC staff to administer minor First-Aid procedures in the child's best interest.
- The Scholars Corner Tutoring, LLC will provide no transportation for your child. Any emergency transport will be provided by ambulance. In the event of a severe injury or life-threatening situation, I understand the after-school personnel have my permission to obtain emergency medical care for my child.
- I understand that any medical charges incurred will be my sole responsibility.

Other Policies:

The Scholars Corner T-SHIRT: Each child will receive a complimentary T-SHIRT on the first day of summer camp. Children must take this T-shirt home every night and bring it back for recess and field trips. Each additional T-Shirt will be given for a fee of \$15.

- It is the parent's responsibility to keep us informed of any changes in contacts, numbers, health issues etc. The Scholars Corner Tutoring, LLC will complete and file accident reports and discipline incident reports. Parents will be required to sign the forms.
- If school closes due to inclement weather The Scholars Corner Tutoring, LLC will also close.
- Parents are responsible for their child's ride home; classes end promptly at 3:00 p.m. and 6:00pm at which time parents are expected to pick up their children. Your child is not allowed to leave the building without being escorted by a parent, authorized adult or staff member. **Parents must sign child out. Children will only be released to those authorized on permission slip** and picture identification will be required. You or your authorized adult must sign out your child every day.
- If half an hour after time of dismissal has passed you and the authorized adults cannot be reached, the police department will be contacted to take custody of the child.

I certify that all information in the Student In-Take Form is correct and updated.

I agree to update the emergency contact/parental consent form information whenever changes occur or every 6 months at a minimum.

I have received complete written program information at the time of enrollment and I agree to comply with the policies and procedures within it.

I have read and understand all the policy regulations of THE SCHOLARS CORNER TUTORING, LLC included in the enrollment Agreement, Contract and Student Intake form.

I acknowledge that I have read and understood the above terms as binding on both parties.

PARENT FULL NAME: _____

Parent/Guardian Signature: _____

Witness Signature: _____ Date: _____