

<b>SAINT MARTIN IN-THE-FIELDS</b> <b>PARENT HANDBOOK ACKNOWLEDGEMENT</b>
---

**I have been given a copy of the Parent Handbook as requested by the state and I have read and understand the schools policies and procedures, as outlined below.**

- |   |  |
|---|--|
| ENROLLMENT APPLICATION _____<br>MONTHLY TUITION FEES _____<br>MEDICAL REQUIREMENTS _____<br>SNACKS & LUNCHES _____<br>DAILY HOURS OF OPERATION _____<br>FEES FOR LATE PICKUPS _____<br>WITHDRAWAL REFUNDS _____<br>PERSONAL BELONGINGS _____<br>MEDICATION REQUESTS _____<br>DROP-IN FEES _____ | DISCIPLINE PRACTICES _____<br>LABEL ITEMS FROM HOME _____<br>REGISTRATION & SUPPLY FEE _____<br>TRANSPORTATION & WATER _____<br>VISITS & VOLUNTEERS _____<br>TUITON FEES _____<br>MANDATORY SIGN IN _____<br>ILLNESS & INJURIES PROCEDURES _____<br>COMMUNICATION UPDATES _____<br>IMMUNIZATION REQUIREMENTS _____ |
|---|--|

**It is extremely important that your child be picked up from school no later than 2:05pm. Beginning at 2:06pm, a late fee of one dollar per minute, per child, will be added and charged to your account. Continued late pick-ups may result in the dismissal of your child from the program. In addition, the monthly tuition fee is due the first week in the month. Money received after the 10<sup>th</sup> of the month is subject to a \$10.00 late fee.**

**I understand and agree to all of the above.**

\_\_\_\_\_

**SIGNATURE**

\_\_\_\_\_

**DATE**