



# TUITION PRESCHOOL CONTRACT

## Tuition Preschool Policies for Parents

As the parent / guardian of \_\_\_\_\_, I agree to the following tuition policies and procedures for the current school year:  
Child's Name

- The preschool provides either two (2) or four (4) half-day sessions per week to eligible children. A tuition preschooler must be 3 on or before August 15, or 4 by August 15 and eligible for kindergarten the following year.
- A \$50 NON-REFUNDABLE deposit is required to secure placement. (Check or Cash only)
- All tuition payments for nine (9) months are due by the 5<sup>th</sup> of each month. Tuition payments will be due beginning September 5, 2020 to May 5, 2021. Tuition payments should be delivered directly to your child's school.
- The tuition cost for the 2020-2021 school year will be \$2,925, divided into 9 (nine) equal payments of \$325. If your student is in the two (2) day a week class, the cost will be \$1,463, divided into 9 (nine) equal payments of \$163 (rounded).
- If tuition payment is late by more than 10 consecutive school days, a past due notice will be sent home and **a late fee of \$25 will be assessed. If payment is not received by the 10<sup>th</sup> school day, your child's slot will be filled by another child from the tuition wait list.**
- Children will not be allowed to attend school during non-scheduled days.
- Tuition preschoolers must have a completed online enrollment, current immunizations on file, health history, verification of birth certificate, physical form, and parental consent forms for field trips, videotaping, and medical emergency signed prior to attendance.
- Transportation will not be provided by the Weld RE-4 School District transportation department. Parents / guardians must make their own arrangements to and from preschool.
- A Preschool Parent Handbook is available on the Weld RE-4 School District website and can be viewed at:

[PRESCHOOL PARENT HANDBOOK](#)

- If a parent does not have access to the internet, or if they need a hard copy of the handbook, they can request a copy from their child’s preschool teacher. The tuition preschooler and family are expected to follow the policies and procedures outlined the district policy handbook.
- A tuition preschooler may discontinue preschool programming at any time. However, the parents will need to submit in writing a **two-week notice** of program discontinuation so that preparations can be made to fill the vacancy. This notification can be provided to Andrea Larson, Early Childhood Coordinator through the following email: [ec.info@weldre4.org](mailto:ec.info@weldre4.org)
- Tuition slots will not be held in the event a family leaves for an extended time (i.e. vacations, long-term illnesses, or any other purposes), unless the family pays in advance for all the absent days.
- If the child leaves mid-year, tuition will be prorated based on the actual number of days the child attended the preschool program.
- If a tuition preschooler should become eligible for the Colorado Preschool Program or special education, payment is required up until the child is made eligible for such a program.
- Parent teacher conferences will be offered twice a year to discuss the child’s progress during the preschool year.
- Parents / guardians are invited and encouraged to help in the preschool classroom. Please make arrangements with the classroom teacher.

*By signing below, I am acknowledging the terms of this agreement and understand that if I do not pay the tuition due by the deadline, my child’s slot will be filled by another student.*

Parent / Guardian	Date
Early Childhood Coordinator / Designee Weld RE-4 School District	Date

**Weld RE-4 School District**  
**Early Childhood Programs**  
**1020 Main Street**  
**Windsor, CO 80550**  
**970-686-8008**  
**Email: [ec.info@weldre4.org](mailto:ec.info@weldre4.org)**