



Helping Hands Montessori Services & Preschool

3300 Laguna Dr. Austin, TX 78741

(512)-784-1842

hhmontessoriatx@gmail.com www.hhmontessori.com

PARENT CONSENT FORM

Photographs and Video:

I hereby give _____ do not give _____ my consent for my child to be photographed or videoed for school promotions, website or social media.

Field Trip Participation:

The School's regular program includes neighborhood walks.

I hereby give _____ do not give _____ my consent to my child to participate in neighborhood walks.

Water Play:

I hereby give _____ do not give _____ my consent for my child to participate in water activities: which includes sprinklers and water tables.

Permission to Treat:

In the event of injury and illness during the school day, I give permission for my child, _____, to receive proper/necessary care, First Aid or CPR from an HHMS staff member.

In the rare event of an emergency, I give permission for my child to be transported to the appropriate medical facility for treatment. Furthermore, I give permission for the staff at the medical facility to render any and all treatment that is necessary for the well-being of my child.

Parent's Signature: _____ Date: _____



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EMERGENCY CONTACT FORM

Who may we contact, in case of an Emergency, if we can't reach the parents first?

1. Name _____ Phone: _____

Address _____

2. Name _____ Phone: _____

Address _____

3. Name _____ Phone: _____

Address _____

RELEASE OF STUDENTS

HHMS has my permission to release my child to:

1. Name _____ Phone: _____

2. Name _____ Phone: _____

3. Name _____ Phone: _____

Parent's Signature: _____ Date: _____



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WHAT TO BRING ON THE FIRST DAY

- ❖ Lunchbox, cloth napkin, utensils. **Please label everything!**
- ❖ Snack and Lunch- 2 items for snack and 3 items for lunch
- ❖ Water bottle with your child's name on it
- ❖ Change of *seasonal* clothes
(2 shorts/pants, socks, 2 shirts, several underpants/diapers)
Please check your child's box periodically
- ❖ White T-shirt (that will fit in the Spring- can also be brought in the Spring)
- ❖ Small potted plant with your child's name on it (for your child to care for at school)
- ❖ 3 pictures of your child (1 for their cubby, 1 for their spare clothes box, 1 for their placemat)
- ❖ Framed family photo

Please choose *one of the following and bring on the first day:* *These are items that we go through quickly and will need to restock often through out the year.*

- ❖ Kleenex
- ❖ Glue sticks
- ❖ Paint brushes
- ❖ Water color paper
- ❖ White copy paper
- ❖ Baby wipes- all natural
- ❖ White card stock
- ❖ Bug Spray
- ❖ Sun Screen

Please also consider one of the following as a donation:

- ❖ Gift card, amount of your choice, to:
 - Target Office Depot Amazon.com
- ❖ Large motor developmental materials (See wish list through out the year)



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Tuition and Fees:

*HHMS is a 4-day or 2/day/week program. The tuition is due on the first day of each month. *Late fee: \$50.00 (after the 5th of the month) *Returned check fee: \$50.00*

The first of ten tuition installments is due on AUGUST 1, 2019. Tuition can be paid using cash, check, Venmo, PayPal, or ACH payment. You, the responsible party, are responsible for all convenience fees when using these services.

***Please note that the first day of school for students is Wednesday, August 21, 2019 and the last day of school is Thursday, May 28, 2020.*

All staff return on August 5, 2019 and their last day is June 4, 2020.

Tuition:

| | | | |
|-------------|---------------|--------------|-----------|
| 4 days/week | 9:00AM-1:00PM | Annual Rate- | \$8500.00 |
|-------------|---------------|--------------|-----------|

| | | | |
|--------------------------------|--------------------------|--|----------|
| 10 <u>monthly</u> installments | AUG 1, 2019- MAY 1, 2020 | | \$850.00 |
|--------------------------------|--------------------------|--|----------|

| | | | |
|-----------------------------------|---------------|--|--|
| 2 days/week (Mon/Wed, Tues/Thurs) | 9:00am-1:00pm | | |
|-----------------------------------|---------------|--|--|

| | | | |
|--------------|--|--|-----------|
| Annual Rate- | | | \$5250.00 |
|--------------|--|--|-----------|

| | | | |
|--------------------------------|--------------------------|--|----------|
| 10 <u>monthly</u> installments | AUG 1, 2019- MAY 1, 2020 | | \$525.00 |
|--------------------------------|--------------------------|--|----------|

Enrollment Fees: (Due at time of enrollment)

- | | |
|---|----------|
| ❖ Non-refundable Wait List application fee | \$75.00 |
| ❖ Returning Student enrollment/admission fee | \$200.00 |
| ❖ New Student enrollment/admission fee | \$300.00 |
| ❖ <u>New & Returning</u> Student supply fee | \$300.00 |



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Enrollment Agreement

The parent or guardian agrees to enroll _____ in the _____ school year. Total annual tuition is _____ paid in 10 installments of _____ each. Mid-year enrollment is pro-rated.

_____ Part-Time (Mon/Wed or Tues/Thurs) 9:00am-1:00pm

_____ Full-Time (Mon-Thurs) 9:00am-1:00pm

_____ Scholarship amount \$ _____ Scholarship Agreement attached

- The parent or legal guardian agrees to pay all tuition and fees on time.
- Payments paid after the 5th of the month agree to pay the late payment fee.
- Payments made after the 15th may result in suspension and subsequent termination thereafter.
- Tuition includes all holidays, staff development days, inclement weather days, and any other non-instruction days during August – May and is non-refundable.
- Enrollment is for the entire school year, August – May. The parent/guardian agrees to a written 30-day notice to the Director for withdrawal for any reason and is responsible for all payments due.
- In the event, a student is dismissed due to non-adherence to proper school protocol or policies set forth in the Parent Handbook, no tuition payments or other fees will be refunded.
- The parent/guardian agrees to all re-enrollment policies and fees the spring before the following year to ensure a spot for the student.
- The parent/guardian agrees to allow the school use of images of students for school publications and promotions.
- The parent/guardian agrees to all policies set forth in the Parent Handbook.
- Signing this contract and paying all non-refundable fees adheres the parent or guardian to this agreement and secures your child's place in the school.

Parent 1 (signature) _____

Date: _____

Parent 2 (signature) _____

Date: _____

Director (signature) _____

Date: _____