



## PARENTS/GUARDIANS RESPONSIBILITIES

By enrolling my child/children in Helena Modrzejewska Polish School in Yorba Linda:

1. **I agree to the following tuition and fees:**

- monthly school tuition, payable to the Treasurer on the first Saturday of each month or must be sent via mail by the 15<sup>th</sup> of each month.
- removing your child from school before the end of the school year must be done in writing one month prior to him or her leaving but not later than March 31. In the event a child's tuition is paid in advance, this money will be refunded after he or she leaves the school.
- each late payment will be assessed a late fee of \$10. The first late payment will be penalty free.
- checks returned from the bank as unpaid will be assessed a fee of \$25 for each occurrence.

I understand that if I do not fulfill all financial obligations before the end of the school year (including any penalties incurred as a result of not working the required hours – see below), the Polish School may withhold my child's final grade report. Also, I will not be allowed to register my child for future school years.

In the event of financial emergency, I agree to contact the school *Treasurer* immediately to discuss the situation.

2. I agree to the following **payment schedule** (paid at the beginning of school):

monthly tuition fee for 9 months in 8 equal payments

\* for one child, each of 8 payments will be \$65, \* for two children: 8 x \$120, \* for three: 8 x \$165 from the same family.

3. Early registration (in May) guarantees placement in proper class and receiving books at the beginning of school.
4. In case of a registration after beginning of the school year, I understand that my child may not be guaranteed a place in the grade for which he or she is being enrolled.
5. For the kindergarten enrollment, a child must be four (4) years old on or before December 31<sup>st</sup> of the current school year.
6. I have received, read, understand and will follow the Parent's Responsibilities and the Rules Of Behavior In School & Disciplinary Consequences. My responsibilities include: keeping contact with the school and my child's teacher on a regular basis; participating in school activities; checking out the School's Bulletin Board; reading and replying to e-mails from the school.
7. **I agree to work 3 hours during the Harvest Festival at the Polish Center in Yorba Linda, before the beginning of the school year and at least fifteen (15) hours in various school functions during the school year.** In the event, I cannot fulfill my required hours of work, I agree to pay the school \$15 per hour for the hours which I have not completed. Within 7 days from working, I will report my hours to the Hours Coordinator. Final account of worked hours and payment of uncompleted hours must be fulfilled at the beginning of the school year for the 3 Harvest Festival hours, and one month prior to the end of the school year for the 15 school hours.
8. **I agree to volunteer to be a Parent on Kitchen and Yard Duty for at least two Saturdays** of the school year. For each uncompleted Duty, I will pay \$80.
9. At the very beginning of the school year, my child's teacher will provide me with a list of supplies that are required for the class. I agree to purchase these items within two (2) weeks of receiving the list.
10. Together with my child/children I will read the **Rules of Behavior in School and Disciplinary Consequences**, and I **agree to abide by them.**
11. I've reviewed and accept: Parents/Guardian Responsibilities, *Bell Schedule*, *Rules Of Behavior In School and Disciplinary Consequences*, *Responsibilities of Parents on Kitchen and Yard Duty.*