

Admission Agreement 2025-2026

LITTLE FARMHOUSE PRESCHOOL I (Dorena Place)

Ages 3-5 Program

This is an agreement between Little Farmhouse Preschool and the parent(s) or guardian(s) named below for the enrollment of the child named below:

Child's First Name: _____ Child's Last Name: _____
 Child's Age: _____ Birthdate: _____
 Child's T-shirt Size: _____

Guardian's Name (1): _____
 Phone #: _____ Email: _____
 Guardian's Name (2): _____
 Phone #: _____ Email: _____
 Name of person responsible for payment: _____
 Street Address: _____
 City: _____ State: _____ Zip: _____

List any additional people that will be dropping off and/or picking up your child on a regular basis, if applicable. They will be invited to join the Brightwheel app that we utilize for our preschool. Please note, they must also be listed on the Identification and Emergency form.

Name: _____ Phone #: _____
 Name: _____ Phone #: _____

Forms: The following forms must be completed and turned in before your child may be admitted into our program: Notification of Parents' Rights, Parent Notification of Additional Children in Care, Identification and Emergency Information, Child's Preadmission Health History, Physician's Report (signed by the doctor), Consent to a Medical Treatment, a copy of updated Immunization Records, Preschool Family Survey, Permission to Photograph and Help Me Grow form. A copy of this Admissions Agreement needs to be signed and turned in prior to your child starting school.

_____ (Initials)

Enrollment Fee: A non-refundable **registration fee of \$100** must be paid to secure a spot at Little Farmhouse Preschool at the time of registration (per year). **A field trip t-shirt is included with registration fee.** If your child will not start on our first day of school, or the first school day of the new month when enrolling during the school year, half tuition will need to be paid at the beginning of each month your child does not attend our program to hold your child's space.

_____ (Initials)

Enrollment Options: Please circle the appropriate box below for the program days and times you would like to enroll your child in. Please note that days and times are subject to availability on a first come, first serve basis. Once enrolled, the program you select will be the one your child attends for the school year. If at any point you want to change the program days and times, you must check availability with Little Farmhouse Preschool prior.

Times	Days/Price	Days/Price	Days/Price
8:15am-11:15am (AM) Ages 3-5	2 Days M/W \$300/Month (1 snack/day)	2 Days T/Th \$300/Month (1 snack/day)	4 Days M-Th \$600/Month (1 snack/day)
11:45am-2:45pm (PM) Ages 3-5	2 Days M/W \$300/Month (1 snack/day)	2 Days T/Th \$300/Month (1 snack/day)	4 Days M-Th \$600/Month (1 snack/day)
8:15am-2:45pm (all day) Ages 3-5	2 Days M/W \$625/Month (2 snack & lunch/day)	2 Days T/Th \$625/Month (2 snack & lunch/day)	4 Days M-Th \$1250/Month (2 snack & lunch/day)

(Initials)

Extended Care Options: Extended Care is optional and available to those that request it on a first come, first serve basis. Please circle the appropriate box or boxes below for the extended care days and times you would like to enroll your child in. Once enrolled, the extended care you select will be the one your child attends for the school year. If at any point you want to change the extended care days and times, you must check availability with Little Farmhouse Preschool prior. You are responsible for the full price of the extended care fees monthly, even if your child does not stay the entire time daily. *(Leave blank if you are NOT enrolling in extended care)*

Times	Days/Price	Days/Price	Days/Price
7:45am-8:15am (AM) Ages 3-5	2 Days M/W \$75/Month	2 Days T/Th \$75/Month	4 Days M-Th \$150/Month
2:45pm-4:00pm (PM) Ages 3-8	2 Days M/W \$200/Month	2 Days T/Th \$200/Month	4 Days M-Th \$400/Month

(Initials)

Closures/Holidays: Little Farmhouse Preschool closely follows the Washington Unified School District calendar for our school year days except for our extended summer and being closed on Fridays. I understand that tuition will not be modified for these vacation days. As each month has a different number of school days, the monthly tuition fee is based upon the total number of school days in the year divided into 11 equal payments (August-June), even though there may be holidays or vacation days.

First Day of School	Monday, August 11 th	MLK Day (closed)	Monday, January 19 th
Labor Day (closed)	Monday, September 1 st	Presidents' Day (closed)	Monday, February 16 th
Veterans Day (closed)	Tuesday, November 11 th	Spring Break (closed)	March 23 rd – April 3 rd
Thanksgiving Recess (closed)	November 24 th – 28 th	Memorial Day (closed)	Monday, May 25 th
Winter Recess (closed)	December 22 nd – January 2 nd	Last Day of School for non-graduating students	Wednesday, June 17 th
		Graduation Day	Thursday, June 18 th

(Initials)

Sign in & Out: All students will be signed in and out using the Brightwheel app. Parents, you will need to have the app downloaded on your phone and have your phone with you during drop-off and pick-up. Your child will be released only to you, a legal guardian, and to those persons whose names you have listed on the child's Emergency Information Form. No exceptions! The designated person will be required to show a picture ID. If you cannot pick up your child and did not communicate the information to Little Farmhouse Preschool when dropping your child off, the emergency contact person will be contacted for immediate pick up. Please do not leave a phone message. We are not always able to pick up these messages right away. The safety of your child is very important to us and is not taken lightly or for granted. Therefore, clear and direct transfer of information to Little Farmhouse Preschool is necessary.

(Initials)

Drop-off & Pick-up Times: Drop-off times are the program start times, not any earlier. We will not be able to provide care any earlier than your program start time, unless you have enrolled in extended care. Pick-up times are the program end times. Please reference our Late Pick-up Charge on the following page for more information.

Drop-off times: 8:15AM (AM & Full-day Programs) & 11:45PM (PM Program)

Pick-up times: 11:15AM (AM Program) & 2:45PM (PM and Full-day Programs)

(Initials)

Payment Procedures: Tuition payment is due on or before the 1st of every month. Payment must be made by check or Zelle. Checks are made payable to Little Farmhouse Preschool or payment through Zelle to LittleFarmhousePreschool@yahoo.com.

As tuition fees are subject to change to reflect operating costs, a new tuition fee schedule is issued each year. At least 30 days' notice will be given prior to any fee changes. As each month has a different number of school days, the monthly tuition fee is based upon the total number of school days in the year divided into 11 equal payments (August-June).

(Initials)

Late Payment: Tuition payment is due on or before the 1st of the month. After the 3rd of the month, a \$10 per day late fee will be added to the tuition. Tuition payment plus late fees will be due prior to the child being able to return to school. If payment is not received by the 15th of the month, your child will be dropped from the program and a child from our waiting list will take his or her place.

(Initials)

Sibling Fees: A family registering two or more children for our program will receive 5% off tuition for each additional sibling. This cannot be combined with other tuition discounts.

(Initials)

Return Checks If a check is returned for non-sufficient funds, you will be required to pay all fees that we incur as a result of the returned check, plus an additional \$20.00. Your child will not be able to return until full tuition payment and fees have been paid. If two checks are returned for non-sufficient funds, we will then only accept Zelle, money order, or cashier's check.

(Initials)

Late Pick Up Charge It is imperative that all parents pick-up their children on time. The children recognize when parents are late and begin to worry and our staff has families as well. Parents are considered late for pick up 5 minutes after a child's scheduled release time. Parent agrees to pay a late pick-up fee of \$25 for the first 15 minutes after the 5 minute grace period, and \$15 there afterwards for each 15 minutes of time. When our classes are full and your child is not picked up on time, our programs will be out of compliance and we will be fined. Late fees are due before your child can enter the program for their next session. This will be strictly enforced and habitual tardiness may result in termination of services.

If the child has not been picked up one hour after close of business, Little Farmhouse Preschool will contact the appropriate government agency. All attempts to reach the contacts listed on the child's emergency card will be exhausted prior to contacting the authorities.

(Initials)

Absences: There is no credit or refund given for absences due to illness, holidays, vacation, or otherwise. It is your responsibility to notify Little Farmhouse Preschool when your child will be absent. Program hours and days are not interchangeable. A place has been reserved for each child that cannot be filled on a short-term basis. If your child needs to be absent from school for a month or more, notification and half tuition is due per month to reserve your child's space.

If we are unable to provide services due personal reasons, you will receive a make-up day or credit on your next month's tuition.

(Initials)

Illness and COVID-19 Pandemic: If your child should become ill while at Little Farmhouse Preschool, you will be contacted and will need to pick up your child promptly upon notification. At no time do we provide sick care for children. If your child is ill during the evening, morning, or weekend before returning to the program, please give us a call and we will discuss whether or not your child should attend.

If you have been exposed to COVID or if anyone in your house has tested positive for COVID, please keep your child home and follow appropriate quarantine and testing procedures and let us know right away. We will work with you to determine when it is safe for your child to return to school. **Please test for COVID frequently (if possible) and if any symptoms occur.**

We are following the most updated Yolo County COVID Guidelines. **This decision for your child to return will be at LITTLE FARMHOUSE PRESCHOOL discretion.**

(Initials)

Behavior Policy: Our goal is to keep the environment safe for all children. Children have conflicts and, when they do, we try to redirect their energy in a more positive way. If an unsafe behavior continues, we will schedule parent conferences. We reserve the right at any time to terminate a contract.

(Initials)

Termination Conditions: Should a time arise when either Little Farmhouse Preschool or the parent feels that the child is not benefiting from the program or must move on for other reasons, either party may request withdrawal without prejudice with a two week written notice. To terminate this agreement, a two week written notice to Little Farmhouse Preschool is required prior to your child's last day of participation. This contract remains in effect until we receive a two week written notice of termination or the end of the school year, whichever comes first.

Little Farmhouse Preschool has the right to terminate this agreement and ask a parent to withdraw enrollment, if any of the following (but not limited to) occur: failure to pay, failure to complete the required forms, lack of parental cooperation, child does not adjust to the preschool after a reasonable amount of time, physical or verbal abuse of any person or property, our inability to meet the child's needs, lack of compliance with handbook regulations, or serious illness of child or teacher.

(Initials)

Signing of this agreement: All parents and guardians maintaining legal custody of or having financial responsibility for above listed child must sign this agreement. Acceptance of this admission agreement by Little Farmhouse Preschool is signified by execution of this agreement by an authorized representative of Little Farmhouse Preschool for the enrollment of the admitted child.

I have read, understand, and will comply with the policies and procedures included in the Admission Agreement and in the Little Farmhouse Preschool Handbook that I received.

Parent/Guardian Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Little Farmhouse Preschool Signature: _____ Date: _____