



Discovery Parent-Child Preschool

1919 Gunston Way, San Jose, CA 95124

(408) 377-5390 www.discoverypreschool.org

PARENT CONTRACT

As parent(s) in a parent participation preschool, I/we accept the following responsibilities and obligations to do my/our share in making the school run efficiently and equitably. I/we agree:

1. To abide by the information provided in the Parent's Handbook, which is based on the bylaws of
(initials) the school. The Discovery Parent Handbook can be found at www.discoverypreschool.org under the members section.
 2. To actively participate in Discovery's primary mode of communication by regularly checking e-
(initials) mail correspondence (Google Groups) and familiarizing ourselves with the information on the Members' website.
 3. To fulfill all health requirements for both child and working parent prior to attendance at school.
(initials)
 4. To perform assigned duties as a member of a committee or as a member of the Executive Board.
(initials)
 5. To work in the classroom as scheduled and arrive 15 minutes prior to the start of class. If unable to
(initials) work, it is my responsibility to arrange for a substitute. Due to safety considerations, siblings are not allowed to accompany the working parent.
 6. To pay tuition/insurance on the FIRST of the month. Tuition is considered late after the 10th of the
(initials) month (regardless of the day of the week the 10th falls on). May tuition is due at the September General Meeting, or upon entrance to the school. If we decide to leave the school, the unused portion of our tuition/fees will be reimbursed if we provide a 30-day written notice and fulfill our other obligations to the school.
 7. To attend monthly General Meetings and all other required scheduled meetings. General Meetings
(initials) are typically held in the evening on the 2nd Wednesday of each month. Out of respect for the speakers, no children (with the exception of newborns) are allowed at these meetings.
 8. To participate in the upkeep of the school by attending: *
(initials)
 - a. One Weekend Outdoor Care session per child per year (approx. 3 hours).
 - b. One Weekend Indoor Care session per child per year (approx. 3 hours).
 - c. End-of-Year Clean-up (2-3 hours).
- *For safety and efficiency, children are not allowed at any of the above sessions.
9. To participate in the eScrip program (NO spending minimum required. NO additional cost to
(initials) families.)

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- ____ 10. To satisfactorily complete any Service Projects (approx. 3 hours) that may be assessed due to non-
 (initials) participation. Non-participation may include, *but is not limited to* the following:
- a. Missing scheduled meetings, Indoor or Outdoor work parties, or End-of-Year Clean-up.
 - b. Not fulfilling the obligations of my Committee/Executive Board assignment.
 - c. As a working parent, arriving late more than twice during the year.
 - d. Paying tuition or other fees late.

Service projects must be completed by the assigned due date. All outstanding service projects must be completed before the June Board Meeting or members will lose their enrollment spot.

Members who fail to fulfill this contract *or* who miss 3 (three) General Meetings *or* who receive a total of 5 (five) service projects will be dismissed from the school. A family joining after January 1st may miss 1 (one) General Meeting and be assigned a service project. Upon missing the second General meeting, they will be dismissed from the school.

I agree, as a participating parent of Discovery Parent-Child Preschool, to fulfill the obligations outlined above prior to the close of the school year 2017 - 2018. I understand and agree to the above terms and conditions.

SIGNED _____ DATE _____

CHILD'S NAME _____ CLASS _____

Please return this contract along with the following Signature Page. You can reference the contract at any time on the school website at www.discoverypreschool.org.



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Signature Page

Right of Licensing Agency - Department of Social Services

The State of California General Licensing Requirements Section 101195 States: The Department or licensing agency shall have the authority to interview children or staff, and to inspect and audit child or facility records without prior consent. The licensee shall make provisions for the private interview of any child(ren), or any staff member; and for the examination of all records relating to the operating of the facility. The Department or licensing agency shall have the authority to observe the physical condition of the child(ren) including conditions which could indicate abuse, neglect, or inappropriate placement.

Signature of parent/guardian _____

Contact Information: Class Rosters are kept “on-line” on the members only password protected school website. The class rosters contain confidential information such as, but not limited to, name(s), address, phone number, email, and date of birth. By signing below you acknowledge and accept posting of this information which is for internal use only.

Signature of parent/guardian _____

Photo Release: Discovery Parent-Child Preschool occasionally allows media representatives to photograph or film students. Parents and guardians use this form to allow or withhold authorization for media representatives to publish and/or broadcast photographs or film individually identifying their child or children. Photographs may also be used in school press releases.

Discovery Preschool also maintains a web site (www.discoverypreschool.org). The purpose of this site is to inform our members and the community about our school. Photographs of students may be published on this site.

Yes _____ No _____ Signature of parent/guardian _____

Ethical Guidelines for Parents and Staff Members

Our guidelines are taken from the NAEYC “Code of Ethical Conduct” and their “Supplement for Early Childhood Adult Educators.” **All staff and parents must adhere to these principles at Discovery Parent-Child Preschool.**

Our most important standard is to do no harm. We shall not engage in practices that are emotionally damaging, physically harmful, disrespectful, degrading, dangerous, exploitative, or intimidating to children.

We commit to:

- Appreciate childhood as a unique and valuable stage of life
- Base our work on knowledge of how children develop and learn
- Appreciate and support the bond between the child and family
- Recognize that children are best understood and supported in the context of family, culture, community, and society
- Respect the dignity, worth, and uniqueness of each individual child, family member, and colleague
- Respect diversity in children, families, and colleagues
- Recognize that children and adults achieve their full potential in the context of relationships based on trust and respect.

I have read and received a copy of “Ethical Guidelines for Parents and Staff Members.”

Signed _____ Date: _____