##

## **After Care Parent Responsibility Summary**

# Child’s Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Addenbrooke Classical Academy parent or guardian responsibilities are as listed below:

Please initial beside each statement after reading.

**\_\_\_** Turn in required paperwork on time.

**\_\_\_** Acknowledge that refunds/credits will not be issued for illness absences, weather related closures, or unused days.

**\_\_\_** Pay all tuition and fees on time as required no later than the 10th of each month.

**\_\_\_** Pick up your child on time. A late pickup will result in a $1 per minute late fee charge. Excessive late pickups may result in termination of enrollment from the program.

**\_\_\_** Upon withdrawal or termination of enrollment all outstanding fees are due.

**\_\_\_** Notify the school of any absences.

**\_\_\_** Ensure an authorized person 18 years old or older signs the child in and out on a daily basis.

**\_\_\_** Notify the school/staff of any illness the child may be experiencing.

**\_\_\_** Dress your child according to the school uniform policy.

Parent Handbooks are available on the Addenbrooke Classical Academy website .

http://www.addenbrooke.org

I read and understand the above Parent Responsibility Summary along with the other materials connected with my child’s registration in this Before and After Care program.

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Parent Signature Date