

## THE GROWING PLACE PRESCHOOL

### WITHDRAWAL POLICY

If your plans change with regard to your child's attendance at The Growing Place, please let us know as soon as possible. This would greatly benefit another child and parent. Your first tuition payment, due August 1st, will be refunded to you if you notify The Growing Place Director, Nancy Mitchem, in writing, on or before September 1, 2012. If it is necessary to withdraw your child between September 1st and the end of the school year, you must provide 30-day written notice and are responsible for that month's tuition. All prepaid tuition will be refunded upon receipt of written 30-day notice.

### TUITION PAYMENT POLICY

I understand that the first tuition payment is due August 1, 2012, I also understand that tuition is due no later than the ***fifth day*** of each month and that I will be assessed a ***\$25.00 fee*** for late payments or returned checks. Nancy Mitchem should be contacted if other financial arrangements are necessary.

### PHOTO RELEASE

I, \_\_\_\_\_ (parent/guardian) grant permission to The Growing Place Preschool to take still and/or videotape pictures of my daughter/son/ward.

Potential photographs may be used for brochures, pamphlets, and our Internet website or for general display at The Growing Place or Heritage United Methodist Church.

Any photos taken will be for the express purpose of promoting and or aiding The Growing Place Preschool. Under no circumstances will children's names be used or their photos permitted on a website or blog like Myspace or Facebook.

Parents will be notified when pictures are going to be used for any of the above-mentioned sources.

\_\_\_\_\_ Date \_\_\_\_\_