

# First Presbyterian Church

## WEEKDAY SCHOOL

1215 V.E.S. Road • Lynchburg, VA 24503

Child: Last Name, First Name

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

(For Office Use only)

### EARLY BIRD CONTRACT 2022-23

Weekday School students choosing to participate in the Early Bird program will arrive at school between 7:45 am and 8:45 am on the days in which they attend morning classes. Participating children must be at least two years of age by September 30<sup>th</sup> of the current school year and enrolled in a 2-year-old, 3-year-old, Pre-K, or TK class. This agreement is made between First Presbyterian Church Weekday School and \_\_\_\_\_, the parents of \_\_\_\_\_.

\_\_\_\_\_ The parties agree that:

1. Your child will attend Early Birds on these days. (Please list days of week you wish to contract.)  
\_\_\_\_\_
2. Early Bird charges, according to your contracted days, will be billed on your monthly tuition invoice. Your monthly invoice will be paid as one amount. (*If your tuition is billed semesterly, you will receive monthly invoices for extended day program charges.*)
3. As stated in the Parent Handbook, all charges are due monthly and must be paid in full by the 10<sup>th</sup> of each month in order to avoid a \$25.00 late fee. In the event payment is not received within two months of its due date, the Weekday School may dismiss your child from the school until all unpaid tuition/charges are rectified.
4. Contracted Early Bird students will be billed at the contracted daily rate for the days listed above. Additional days attended that are not those listed above will be invoiced at the drop-in daily rate.
5. Two weeks written notice shall be given in the event of a permanent schedule change or child's withdrawal from the Early Bird program. If proper notice is not given, the parent/guardian will be obligated for the remaining contracted Early Bird daily charges for the remainder of the month in which notice was given, as well as a \$100 withdrawal fee.
6. You will not be charged for contracted days that the Weekday School closes. Contracted days listed above will be charged, however, for days missed by the student for vacation, illness, and other family-initiated absences.
7. Children may bring healthy breakfast items from home for Early Birds.
8. If additional drop-in days are needed for extended care, please contact the Weekday School office no later than 12:00 pm on the prior day.

This agreement shall become binding to all parties upon its execution by the parties hereto both jointly and severally.

Date: \_\_\_\_\_

Parent(s)/Guardian(s):  
\_\_\_\_\_

First Presbyterian Church Weekday School:  
\_\_\_\_\_

Weekday School Director  
Director as Agent of the Board of Directors

#### EARLY BIRD RATES

Contracted Daily Rate  
\$8/day

Drop-In Rate  
\$10/day