

**HORIZONS PRESCHOOL**

● *servicing our community since 1969*

Office: 3497 Ridge Park Dr. Broadview Hts, Ohio 44147 (440)838-5920, home: (440)526-9340  
School: Brecksville United Methodist Church, Brecksville, Ohio 44141 (440)526-8938

**REGISTRATION INFORMATION**

Dear Parents,

To register for the 2012-2013 school year, *please return the following items:*

**FOR CURRENTLY ENROLLED FAMILIES:**

- 1. Signed agreement policy**
- 2. A check for \$50 dollars (payable to Horizons Preschool)**
- 3. Completed Child Enrollment and Health Information form**
- 4. Please return by January 19<sup>th</sup> for priority registration.**

**FOR NEW FAMILIES AND ALUMNI:**

- 1. Signed agreement policy**
- 2. Completed Child Enrollment and Health Information form (3 pages)  
Please, completely fill in each section.**
- 3. A check for \$50 (payable to Horizons Preschool)**

The nonrefundable \$50 payment represents the registration fee of \$25 and \$25 toward your first month's tuition. The balance of September's tuition (\$105) is due on the first day of school. Enclose \$25 for each additional child per family.

Current Horizons students, siblings, and alumni will have registration priority during the month of January. Open enrollment for new families will be filled on a first registered, first served basis. Preferred choices of classes will try to be met. Fees will be returned if your child cannot be enrolled.

Please give the registration materials, with the check made payable to Horizons Preschool, to Joan Filips or mail the materials to:

Joan Filips  
3497 Ridge Park Dr.  
Broadview Heights, Ohio 44147

When your completed registration package is accepted, your child's confirmation of registration will be returned to you. I look forward to getting to know your child and welcome the privilege of being part of his/her first school experience.

Sincerely,

Joan Filips, Director

# Horizons Preschool Policy Agreement 2012-2013

Child's Name \_\_\_\_\_ M / F Birthdate \_\_\_\_\_

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

Parents of said child desire to enroll their child in Horizons Preschool and agree to the following:

1. The Preschool shall operate from Wednesday September 5, 2012 to May 22, 2013. The hours of school shall be (3 year olds) 9:10-11:35 am or 12:35-3:00 pm and (4/5 year olds) 9:05-11:30 am or 12:35-3:00 pm, Tuesday through Thursday.
2. The tuition is divided into 9 equal payments of \$130, payable at the beginning of each month of school. Tuition shall not be waived or refunded in case of absence, extended vacations, holidays or snow days.
3. At the time of registration for enrollment, the parents shall deposit a **nonrefundable sum of \$50** representing a \$25 registration fee and \$25 toward the first month's tuition. Enclose \$25 for each additional child per family.
4. Parents may withdraw an enrolled child and not be responsible for tuition for the balance of the school year under the following conditions:
  - A. The family moves from the community.
  - B. In case of the child's extreme illness of 30 days or more.
  - C. Mutual agreement between parents and school as to unsatisfactory adjustment of the child or for the health or welfare or safety of the other children.
5. The school shall use normal precautions against physical or health hazards. Parents shall agree that Joan Filips or Horizons Preschool, Inc. is not personally liable for the safety of the said child from accident at school. However, the preschool carries liability insurance.
6. I understand that my child may be photographed or videotaped during school activities by teachers to be used in Horizons newsletter, pamphlet or website or by other parents during special events or parties.

By signing below, I have read and acknowledge the contents of this Policy Agreement.

**Parent/Guardian Signature:** \_\_\_\_\_

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