



Discovery Woods

604 N 7<sup>TH</sup> STREET  
BRainerd, MN 56401  
(218) 828-8200  
OFFICE@DISCOVERYWOODS.COM  
WWW.DISCOVERYWOODS.COM

Updated August 2018

### **Discovery Woods Preschool Payment Policy**

Tuition rates have been averaged over the 9-month school year so that they remain constant each month. Therefore, tuition rates do not drop during holidays or holiday months such as December and March. Tuition is due by the 5<sup>th</sup> day of each month. Tuition is considered late if payment arrangements have not been made by the 15<sup>th</sup> of the month. If tuition has not been arranged or paid by the end of the month, the child will not be able to attend the following month and there may be a late fee added. Discovery Woods does not require an application fee at the time of preschool enrollment.

Discovery Woods Preschool Tuition Information 2017:

<b>schedule</b>	<b># months</b>	<b>price/mo</b>	<b>total/yr</b>	<b># days/yr</b>	<b>slots available</b>	<b>hrs. of class</b>
every school day	9	\$550	\$4,950	171	6	8:00-2:40
3 school days	9	\$350	\$3,150	approx.110	8	8:00-2:40
5 mornings	9	\$300	\$2,700	171	6	8:00-11:30
after care	9	\$50	\$450	171	10	2:40-5:30

School year: Sept. 4, 2018- May 24, 2019. See calendar for specific days of school and holidays.

### **Preschool Termination Policy**

The school expects students to be enrolled from the time of their admission until the end of the school year. Discovery Woods requires a parent/guardian give a two-week advance notice if they wish to withdraw their child from our program. If withdrawal from Discovery Woods occurs in the middle of a month, the monthly tuition will be pro-rated for the number of days the child attends that month. If notice of termination is not given, the parent/guardian is still responsible to pay tuition for the two week period.

### **Preschool Absence Policy**

All children are expected to attend as many days as possible for the schedule the family has chosen (3 or 5 days per week). If your child will be absent due to illness or other circumstance please contact the front office before 8:30 am. Children will get the most out of their experience at Discovery Woods by attending regularly. The school does not give discounts or refunds for days children do not attend. If a child needs to take a leave of absence for a month or more, the parent/guardian may discuss payment options with administration.

# Discovery Woods Preschool Student Information

Child's name \_\_\_\_\_ Birthdate \_\_\_\_\_ Gender \_\_\_\_\_

\_\_\_\_\_  
Mother or guardian name

\_\_\_\_\_  
Father or guardian name

\_\_\_\_\_  
Home address

\_\_\_\_\_  
Home address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Home phone Work/cell phone

\_\_\_\_\_  
Home phone Work/cell phone

\_\_\_\_\_  
Occupation Place of employment

\_\_\_\_\_  
Occupation Place of employment

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Email Address

**Schedule:** 5-Day School Day \_\_\_\_\_ 3-Day School Day \_\_\_\_\_ 5- Day Mornings \_\_\_\_\_ Before/After Care \_\_\_\_\_

Siblings and ages \_\_\_\_\_

Name of individuals other than parents that are authorized to pick up child:

\_\_\_\_\_

Emergency Contact(s) \_\_\_\_\_

Previous school or daycare experience. \_\_\_\_\_

What does your child enjoy doing? \_\_\_\_\_

What does your child dislike? \_\_\_\_\_

How do you see your child's social and emotional development? \_\_\_\_\_

\_\_\_\_\_

Please describe your child's personality \_\_\_\_\_

What educational, social, or other goals do you have for your child? \_\_\_\_\_

\_\_\_\_\_

Any additional information you would like to share about your child? \_\_\_\_\_

\_\_\_\_\_



## DATA PRIVACY STATEMENT & MEDICAL AND RELEASE INFORMATION

Child's Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

### Data Privacy:

Student information will not be supplied to requesting outside parties unless the parents or guardians of the student have approved of such releases in advance.

Do you authorize the school to photograph or videotape your child for purposes of school records and/or Discovery Woods publicity?  Yes  No  Yes, restricted

If "yes" or "restricted", please indicate which media you approve your child to appear:

newspaper  brochures, postcards or posters  slideshow, video  website

### Medical Information:

List and describe any allergies: \_\_\_\_\_

Special Dietary requirements: \_\_\_\_\_

Medical conditions or ongoing medications taken: \_\_\_\_\_

### Permission:

I give permission for Discovery Woods staff to supervise my child at Gregory Park for walks, recreation, and other school-related activities.

<b>Printed Name:</b>	<b>Date:</b>
<b>Signature:</b>	