

# Trinity Episcopal Preschool Summer Program 2023

Ages: 2 – 5 years old

Hours: 8am-4:30pm

Cost \$370/week or included for students with 12- month contracts

All weekly sessions incorporate activities involving literacy opportunities, STEAM concepts, gross and fine motor inside and outside. Our Outdoor Classroom will be used to enhance the themes and incorporate nature-based learning activities.

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## SUMMER THEMES

### **July 10-14: Critters in our Backyard**

Investigating the outdoors and learning about insects, birds and small animals that live in our backyards.

### **July 17-21: Mad about MUD!**

Learning the benefits and purpose of soil for a variety of plants, insects, humans, and animals. Planting, gardening, and having fun playing in the MUD!

### **July 24-28: Up, Up, and Away**

Exploring the properties of air, things that fly, and the ways in which air it is used by humans, animals, and plants.

### **July 31- Aug. 4: Sounds of Nature**

Focus on creating and listening to music, and exploring various ways nature creates different sounds.

### **August 7-11: Build It**

Delving into various concepts in engineering like inclines/declines, force, balance, design, and creativity.

### **August 14-18: Color my World**

All about the colors in the world, exploring and making art, strengthening observational skills, and learning about light and shadow concepts.

### **August 21-25: Catch a Wave**

Investigating the properties of water, the states of matter, the movement of waves, and different types of water. Fun with sand, outdoor water play, and beach objects.

## Trinity Episcopal Preschool Summer 2023 Contract

Student's Name: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Tuition Rates: \$ 370/week

I will be enrolling my child(ren) for the following sessions:

- |   |   |
|---|---|
| <input type="checkbox"/> July 10-14: Critters in our Backyard | <input type="checkbox"/> July 31-August 4: Sounds of Nature |
| <input type="checkbox"/> July 17-21: Mad about MUD!           | <input type="checkbox"/> August 7-11: Build It              |
| <input type="checkbox"/> July 24-28: Up, Up, and Away         | <input type="checkbox"/> August 14-18: Color my World       |
|   | <input type="checkbox"/> August 21-25: Catch a Wave         |

We are thrilled to have your child with us at Trinity Episcopal Preschool this summer! We have many exciting activities planned. Please read on for an overview of our summer operating procedures:

**Summer Hours of Operation:** Trinity Episcopal Preschool is open Monday-Friday, from 8:00 am- 4:30 pm each day for summer sessions. Carpool for drop off will be from 8:00am-8:30am and pick up will be from 4:00-4:30 pm. If a child is dropped off after 8:30 am or picked up after 4:30 pm late fees in the amount of \$2 per minute will be applied. Camps are held in one-week sessions. After-care may be offered if enough families are in need.

**Summer Payment:** A \$100 per weekly session deposit is due by May 1, 2023. This deposit is nonrefundable. Camp tuition is nonrefundable. Refunds will only be given if Trinity Preschool cancels camp sessions or cancels camp altogether. You may sign up for additional sessions if space is available or switch weeks if space is available and approved by the Director. Refunds will not be given for missed days due to vacation, illness, school closure, or any other absence. The payments of the summer program sessions will be beginning on July 1, 2023, and be on Brightwheel. The amount of your monthly payment will depend on how many sessions you have that month . If you are choosing to do the 12-month contract you will not need to fill out the summer contract or place a deposit.

**Parent Handbook:** School policies and procedures are stated in the Parent Handbook. Tuition is not prorated for school holidays, unscheduled closings, early dismissals, student illness or vacations, etc. All families are expected to review and abide by the policies in the handbook.

**Termination of Contract:** Trinity Preschool will make every possible and reasonable accommodation to help all children learn, grow, and thrive in our program. However, there may be rare instances in which the school determines that our program is not the right fit for a child or family. In that event, as much notice as possible will be given so a family can find alternate care. Summer tuition will be refunded if the preschool determines another program will be a better fit. Trinity Episcopal Preschool expects all families to follow policies in the Parent Handbook and this contract. If a family violates the policies in the Parent Handbook or this contract, Trinity

Episcopal Preschool reserves the right to terminate the student's enrollment. As much notice as possible will be given, but depending on the circumstances, a family may be asked to leave without notice. In the rare event that a family is asked to leave the preschool due to handbook violations, summer tuition refunds will not be given.

***By signing this contract, you agree to be held to all policies listed in this contract and the Parent Handbook***

*Parent /Guardian # 1 Signature:* \_\_\_\_\_

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

*Parent /Guardian # 2 Signature:* \_\_\_\_\_

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

*Director Signature:* \_\_\_\_\_

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

## **PARENT HANDBOOK ADDENDUM**

### **Illness Policies**

To help keep everyone healthy please do not bring your child to school if they are ill. There are detailed policies in the parent handbook.

### **Cleaning**

All educational items are cleaned and sanitized during the day.

Rest time materials are to be laundered weekly at home.

Hand washing is done before and after meals, after playtime inside and outside, during bathroom time, or any situation that hand washing would be necessary.

### **Force Majeure Policy and Tuition**

The school's duties and obligations under this contract shall be suspended immediately, with or without notice, during all periods that the school is closed because of force majeure events including, but not limited to, any fire; act of God; hurricane; war; governmental action; act of terrorism; epidemic; pandemic; or any other event beyond the school's control.

If such an event occurs, the school's duties and obligations in this contract will be postponed until such time as the school, in its sole discretion, may safely reopen. If the school cannot reopen due to an event under this clause, the school is under no obligation to refund any portion of the tuition paid.

### **Handbook Amendment Acknowledgment**

We acknowledge that we received a copy of the 2023-2024 Trinity Episcopal Preschool Parent Handbook and that we understand and agree to abide by these policies, including the school's policy on non-refunds in the event of closures for public health emergencies. Knowingly failing to follow these policies may result in termination from the preschool and forfeiture of the tuition deposit. In consideration for our family's continued enrollment in Trinity programs and receipt of services from Trinity we further agree as follows:

- We acknowledge that, if we choose to have our child enter Trinity Episcopal Church or Preschool property and/or participate in Trinity programs, we do so voluntarily and at our own risk and that we hereby release, waive, discharge and covenant not to sue Trinity Episcopal Church and Preschool, its officers, agents or employees ("Releasees") from and for any and all liability claims, demands, actions and causes of action of any kind or nature, including, but not limited to, claims of negligence, arising out of, or related to any loss or personal injury, including death, that our child or any member of our family may sustain from contracting, or being exposed to COVID-19, as the result of, of in any way related to, our child or any member of our family entering Trinity Episcopal Church or Preschool property or participating in Trinity programs.

- This release and waiver of liability shall be governed by the laws of the State of Maryland. We agree that if any portion of this release and waiver of liability is found to be void or unenforceable, the remaining portions shall remain in full force and effect.
- We acknowledge that this release and waiver of liability will be binding on our family members, spouse, heirs, assigns, personal representatives and anyone else entitled to act on our, or our child's, behalf to the extent and that my signature below shall be deemed as a release, waiver, discharge, and covenant not to sue the Releasees to the extent set forth above.
- By signing below, we acknowledge that we have read and fully understand the release and waiver of liability as set forth above and have signed voluntarily and under our own free will.

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Parent/Guardian #1 Signature

Date

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Parent/Guardian #2 Signature

Date

\*Please note that both parents/guardians must sign this form except in the case of single parent/guardian families. A completed form must be returned to the office prior to your child's return to the school.

**TRINITY EPISCOPAL PRESCHOOL SUMMER PROGRAM DEPOSIT RECEIPT**

Please print all the information on this form. Thank you!

Student's Name: \_\_\_\_\_

Class: \_\_\_\_\_

Schedule: \_\_\_\_\_

Payment schedule: \_\_\_\_\_

A signed contract and this tuition deposit will hold your child's space at Trinity Episcopal Preschool Summer Program until the first day of camp. Summer Program tuition deposits are nonrefundable.

Financially Responsible Party(s): \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_

Check Number: \_\_\_\_\_

Deposit Amount: \_\_\_\_\_

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

Director Signature: \_\_\_\_\_

**Family Information Form**  
**(only fill this form out if you are enrolling for Summer Only)**

Student(s) Name(s): \_\_\_\_\_

Birthdate(s): \_\_\_\_\_

Siblings and Their Ages: \_\_\_\_\_

**PARENT/GUARDIAN 1:** \_\_\_\_\_

Email: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Marital Status: \_\_\_\_\_

**PARENT/GUARDIAN 2:** \_\_\_\_\_

Email: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Marital Status: \_\_\_\_\_

**Are there any Child Custody Arrangements We Should Be Aware Of? \_\_\_\_\_**

**(if yes, please describe)**

**Does your child have an IEP or IFSP? \_\_\_\_\_**

**Are there any developmental, health, or behavioral issues we should be aware of?**

**How did you hear about our school?** (If referred by another family, please let us know who they are so we can thank them)