

OAK FOREST MONTESSORI SCHOOL

2000 Greenleaf Street, Longview, Texas 75605 (903) 297-0634

INFANT/TODDLER CONTRACT 2024-2025 SCHOOL YEAR

PLEASE PRINT CLEARLY

STUDENT NAME _____ DOB _____ Female _____

ADDRESS _____ Male _____
(Street NO PO BOXES) (City) (Zip)

1ST GUARDIAN NAME _____ 2ND GUARDIAN NAME _____

PHONE: G1 Work _____ G2 Work _____

G1 Cell _____ G2 Cell _____

G1 E-mail _____ G2 E-mail _____

Comments: _____

This contract is entered into by the parents/guardians of: _____
and THE OAK FOREST MONTESSORI SCHOOL. Both parties agree to the following:

1. This is a contract, lasting from August 2024 to May 2025. **All tuition fees will be paid as usual regardless of child's attendance with respect to illness, vacation, school holidays, etc.**
2. I understand this contract is binding and a 30 day notice must be given in the event I'd like to withdraw my child from enrollment. I understand failure to provide 30 day notice will result in the following month's tuition being due.

YES _____ NO _____

3. School holidays will coincide with those observed by local public school systems whenever possible.

4. Parents must provide their own milk/lunch and feeding schedule.

5. Supply fees will be due in two installments. \$250 will be due when contract is given and the second fee of \$250 will be due August 1, 2024. Fees will be billed through Brightwheel. **These fees are non-refundable and are separate from the summer supply fees.**

Please circle which program you prefer.

NUMBER OF DAYS PER WEEK	MONTHLY TUITION MORNING CLASSES 8:00am – 11:45am	MONTHLY TUITION EXTENDED DAY 7:00am-5:30pm
5	\$675.00	\$815.00

6. Fees are due on the 1st of each month. **A \$50 charge will be assessed on all accounts ten days past due. Fees that are 30 days past due will result in the student being dropped from enrollment.**
7. Children will be assessed a late pick-up charge of \$10 for the first 5 minutes and \$1 per minute for any additional time.
8. There is a \$50 service charge for an insufficient check.

Fees shown apply to all children entering the school.

Beth Carter, Director

Signature of Parent/Guardian

Date

**A parent handbook is available on
the OFMS website.
www.oakforestschool.com**