

# 2026-2027 ENROLLMENT CONTRACT



**Returning Student**

- Enrollment Contract and Registration Fee of \$160 due February 12, 2026
- Deposit due February 20, 2026

**New Student**

- Enrollment Contract, Registration Fee of \$160 and Deposit due March 3, 2026

PLEASE PRINT

**Child's Full Name:** \_\_\_\_\_ **Birthdate:** \_\_\_\_\_ **Sex:** \_\_\_\_\_

**Parent's Full Name:** \_\_\_\_\_ **Relationship to Child:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Best Phone:** \_\_\_\_\_

**Parent's Full Name:** \_\_\_\_\_ **Relationship to Child:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Best Phone:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

## PROGRAM

The Preschool operates on an 11-month calendar from September 8, 2026 through July 30, 2027. Morning and afternoon snacks, lunch, and weekly specialty classes (as scheduled and available) are included in tuition. All students are welcome as early as 8:30 a.m. Classes begin at 9 a.m.

### PRESCHOOL PROGRAM - AGES 2 THROUGH 5

- 4 MORNINGS Program 9 a.m. – 12:30 p.m.** (please circle) MON TUE WED THUR FRI
- 5 MORNINGS Program 9 a.m. – 12:30 p.m.**
- 4 FULL-DAY Program 9 a.m. – 3:30 p.m.** (please circle) MON TUE WED THUR FRI
- 5 FULL-DAY Program 9 a.m. – 3:30 p.m.**

**Intent to Enroll in Extended Care Program** – Extended Care is in addition to the above program and intended for families for whom additional care is a necessity. **Limited enrollment on a first come/first served basis**

- EARLY CARE PROGRAM 7:30 a.m. – 8:30 a.m.**

Cost: \$185.00 per month

- LATE CARE PROGRAM 3:30 p.m. – 5:30 p.m.**

Cost: \$400.00 per month

OFFICE USE ONLY	
Reg Fee # _____ \$ _____	Date _____
Deposit # _____ \$ _____	Date _____



# TUITION SCHEDULE & FEES

## SEPTEMBER 8, 2026 – JULY 30, 2027

<b>PROGRAM</b>	<b>TUITION</b>	<b>Monthly Payments</b>	<b>Deposit Due</b>
5 Full Days	\$22,000	\$2,000	\$4,000
4 Full Days	\$20,900	\$1,900	\$3,800
5 Mornings	\$20,350	\$1,850	\$3,700
4 Mornings	\$19,250	\$1,750	\$3,500
Early Care Program	\$2,035	\$185	
Late Care Program	\$4,400	\$400	

### OTHER FEES

Registration Fee	\$160 due upon enrollment
Late Pick-Up Fee	\$5.00 per child/per minute
Late Payment fee	\$5.00 per day
Returned Checks	\$50.00

Please make checks payable to FIRST UMC OF SANTA MONICA with your child's name on the memo line.  
Payments can be made online [www.santamonicaumc.org/preschool](http://www.santamonicaumc.org/preschool) for a 3.5% processing fee.

### REGISTRATION/ENROLLMENT PROCESS/TUITION

#### TUITION

The program selected at enrollment determines the minimum amount of total tuition due. By enrolling and submitting the non-refundable deposit, parent(s)/guardian(s) commit to the total tuition amount for the full school year. Although, monthly payments are offered as a convenience to our families, financial commitment is for the entire year, regardless of child attendance including in the case of a family withdrawing before the end of the school year. Enrollment entails responsibility for the full tuition and fees detailed above. If space is available, additional days or hours may be added by request of the parents and at the discretion of the Directors. **The Preschool reserves the right to deny requests for reductions in hours or change in days. There will be no credits given for holidays, illness, vacation, and staff education days or other school closure days.**

#### DEPOSIT

A **non-refundable** deposit is due by the date indicated on page 1 of this contract. Enrollment is not guaranteed until the deposit is received.

#### TUITION SCHEDULE

Tuition is divided into nine (9) equal monthly payments due on the first day of each month from September 1 through May 1. The non-refundable deposit is applied to tuition for June and July. **Payments received after the 5<sup>th</sup> of the month will incur a five dollar (\$5.00) per day late charge. Maximum number of late days allowed- 10 school days (\$50) after which child may not be admitted to class without office approval. There are no refunds.** A \$400 discount will be applied to accounts paid in full by June 1, 2026.

**THE FIRST UNITED METHODIST CHURCH PRESCHOOL** ("Preschool") is open to all children who may benefit from our program regardless of race, nationality or creed. The Preschool is a ministry of First United Methodist Church which is a 501(c)3 non-profit organization.

#### CONDITIONS TO ENROLL

For admission to the Preschool:

- Children must be at least 2 years of age by the start of school and be ready for a group learning experience.
- All forms and health reports must be completed in full, returned to the office at least one month prior to the child's start date.

## **SCHEDULE**

- The Preschool is an 11 - month program, open from the hours of 8:30 a.m. to 3:30 p.m. It is required that **all children be in attendance by 9:00 a.m.**
- We are required to incorporate nap into our schedule for all full day children. Please refer to the naptime policy listed in the Parent Handbook.
- There are various school closure days throughout the year. A School Calendar of Events is provided. Any changes to the calendar will be communicated.

## **ILLNESS POLICY**

No child may be brought to Preschool when ill or exhibiting a fever. Children cannot return to school until they are symptom and medication free for a full 24 hours after experiencing a fever or cold/flu symptoms/diarrhea. If a child becomes ill at school, parents will be notified, and arrangements must be made to have the child picked up immediately. All students are required to be immunized per California SB277 law. Please read the Preschool's most updated Parent Handbook for important further information.

## **FORCE MAJEURE**

The Preschool's obligations under this contract shall be immediately suspended 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, war, governmental action, epidemic, pandemic, act of terrorism or any other event beyond the school's control. If such an event occurs, the Preschool's duties and obligations in this contract will be postponed until such time as the school, in its sole discretion, may safely reopen. Such a closure will not affect parents' tuition payment obligations.

## **MODIFICATION/AMENDMENT**

The Preschool reserves the right to modify or amend agreement by written notice of any changes in basic rates or services.

## **TERMINATION POLICY**

Absent written notification of early withdrawal, the Preschool will assume the student is in attendance and payment is required accordingly. There are no refunds.

The Preschool may terminate the enrollment of a child in the Preschool should any of the the following conditions occur:

- A. The behavior of the child and/or their parent(s) and/or guardian(s) threatens the physical well-being, mental health, or safety of one or more of the children, employees, or any person at the Preschool. (For example but not limited to inappropriate, unwelcome, offensive conduct whether in person, in writing and whether verbal, visual or physical.)
- B. Failure on the part of the parent(s)/guardian(s) to pay tuition and any related fees within 30 days of the payment due date.
- C. Failure to comply with the terms and provisions of this contract and all policies as outlined in our Parent Handbook.

Our priority is the safety and well-being of our students. Our Preschool staff is very committed to meeting the individual needs of each child. However, if it becomes evident that our program is not a good fit for your child or family, the Preschool reserves the right to terminate this Contract.

Any parent(s) and/or guardian(s) who in any way interferes with or prevents a faculty member from carrying out their duties in a satisfactory manner will be required to leave the Preschool premises immediately. If the parent(s) and/or guardian(s) refuses to leave, the Preschool staff will seek assistance from available Church staff or, if necessary, civil authorities.

**WAIVER POLICY**

Any decision by the Preschool to refrain from enforcing certain of its rights arising as a result of any breach of this Contract or a breach of any provision of the Parent Handbook, nor the Preschool's decision to refrain from immediately enforcing any such rights shall not constitute a waiver by the Preschool of such breach nor a waiver of any other breaches, if any, now or hereafter existing under this Contract or the Parent Handbook. Further and without limiting the foregoing in any respect, the waiver of any breach under this Contract does not constitute a waiver of any rights under this contract, nor may any one waiver be assumed to constitute a subsequent waiver of any future breach. No action or failure to act hereunder shall constitute a waiver of the Preschool's rights afforded by this Contract.

**I have read and understand this Enrollment Contract, Tuition Schedule, and related policies, including those outlined in the Parent Handbook. By my signature below, I agree to comply with the financial responsibilities undertaken as well as the Preschool's policies and regulations as outlined in the above mentioned documents and those in the Parent Handbook.**

Parent's Name \_\_\_\_\_ Child's Name \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_