



## READ / INITIAL / SIGN & BRING TO FIRST DAY OF CLASS!

### CLASS INFORMATION - CONDUCT - TRANSPORTATION **CONTRACT**

1. Child's Name \_\_\_\_\_ Age \_\_\_\_\_ Grade Level \_\_\_\_\_

2. Child's Name \_\_\_\_\_ Age \_\_\_\_\_ Grade Level \_\_\_\_\_

3. Child's Name \_\_\_\_\_ Age \_\_\_\_\_ Grade Level \_\_\_\_\_

Parent Names \_\_\_\_\_

Phone [during class time] \_\_\_\_\_ Phone #2 \_\_\_\_\_ email \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Emergency Relationship \_\_\_\_\_ Phone \_\_\_\_\_

## **PARENTS** please initial in blanks

### **REGISTRATION**

Register in person, or over the phone with a credit card

Payment required at time of registration

\_\_\_\_\_ \$10 administration fee per child/ per class for cancellations/trades up to 7 days before class start date.

\_\_\_\_\_ No refunds for cancellations within 7 days of class start date.

### **GENERAL CLASS INFORMATION**

please initial in blanks, indicating that you will follow these guidelines.

#### **Arrival**

\_\_\_\_\_ Drive-by drop offs are not permitted! For your children's safety, we require a personal check-in with the instructor at each class meeting.

\_\_\_\_\_ If you wish someone other than a parent or legal guardian to pick up your child, please make arrangements in advance with the instructor Chris.

#### **Bicycles**

\_\_\_\_\_ Parents will need to give permission for students planning to use a bicycle for transportation. Contact Chris (email and phone above) for a special bicycle pass.

#### **Classes begin promptly**

\_\_\_\_\_ Classroom time is essential for focus, creativity, and completion of your child's project! Make the most of your child's day by having them here, and ready to have a good time - on time.

#### **PickUp**

Please respect the time and duties of our staff and teachers by being on time for pick up at end of class time.

\_\_\_\_\_ You will be billed for child care at \$20/hour, with a minimum of \$20 starting 10 minutes after end of class time. For example: 15 minutes late? \$20.

\_\_\_\_\_ If this occurs more than once, we reserve the right to cancel the class contract; no refunds will be made.

# KIDS & PARENTS

please review together, initial the blanks, and each sign below

## CLASS RULES

- \_\_\_\_\_ Participants are expected to respect all rules, staff members, and each other.
- \_\_\_\_\_ Any behavioral issues will be addressed by the Education Coordinator and the parent.
- \_\_\_\_\_ Continued problems may result in cancellation of class contract; no refunds will be made.
- \_\_\_\_\_ Be respectful, be safe, be kind. Hands to yourself.
- \_\_\_\_\_ NO HITTING, FIGHTING, OR VERBAL ABUSE. **Any** of these are cause for immediate, and require immediate pickup by the parent/guardian.
- \_\_\_\_\_ All participants must wear shoes at all times! Closed toed shoes are encouraged.
- \_\_\_\_\_ All personal items brought to class, including removable clothing, should be marked with student's name.
- \_\_\_\_\_ Art is messy (and fun)! Participants are expected to wear appropriate clothing for active participation in visual and performing arts. Girls may want to wear shorts or pants rather than dresses.

# KIDS & PARENTS

please sign and bring to first day of class

I, the undersigned, have read, understood, and initialed the above conditions and rules, and agree to follow them. I also understand and agree that not following the above conditions and rules may result in expulsion from classes without financial reimbursement.

Parent/Guardian Signature \_\_\_\_\_ date \_\_\_\_\_

Child Signature \_\_\_\_\_ date \_\_\_\_\_

Child Signature \_\_\_\_\_ date \_\_\_\_\_

Child Signature \_\_\_\_\_ date \_\_\_\_\_



## The Arts Center

**SCHOOL YEAR 2011: [WWW.THEARTSCENTER.NET](http://WWW.THEARTSCENTER.NET)**

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Education Coordinator Chris Neely: [chris@theartscenter.net](mailto:chris@theartscenter.net)

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