

Dear families,

This letter is to inform families that here at Trinity Educare you are paying for your child(ren) guaranteed spot within our center. Families are not only paying for the days that their child(ren) attend school.

Each families receive 3 weeks' vacation to use each calendar year to cover time when child(ren) is gone. However, the 3 weeks are required to be used as whole weeks and not as individual days off. To use vacation time, you are required to give a week in advance to be able to use it on your billing.

If sickness or closers happen, you are welcome to use your vacation week for these times. Otherwise, you are responsible for your bill by the 15th of every month.

If you decide to unenroll your child(ren), you are required to give a two weeks' notice and we will stop your billing.

Signature: _____ Date: _____

Dear families,

Please label and date anything that belongs to your child(ren). Once an item has entered the school. Trinity Educare is not reasonable for any lost or stolen items. We will always try to return any items that did belong to your family, but there is no guarantee.

Signature: _____ Date: _____