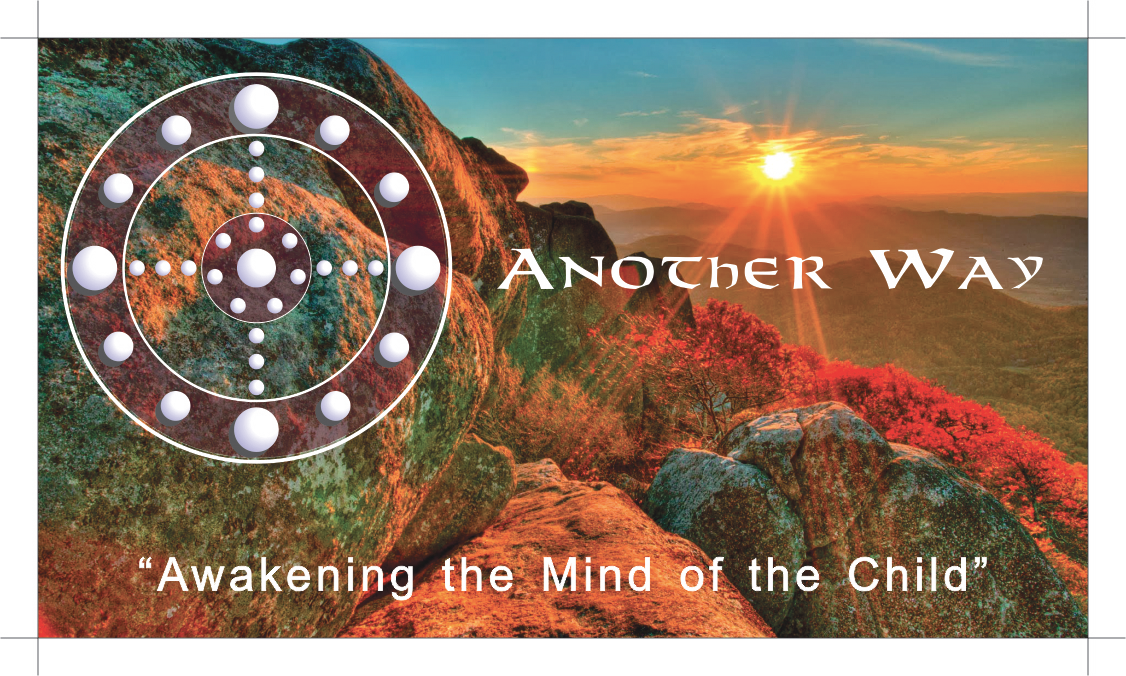
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***2017- 2018 Academic Year Enrollment Contract***

**Welcome** **to** **Another Way School!**

***Another Way School*** is a *non-profit 501 C (3)*school meeting the needs of children ages 3-12.This contract represents an annual commitment between ***Another Way*** and the Parent/Guardian*.* ***Another Way*** outlines school policies and procedures on the website. By signing this contract, the Parent/Guardian agrees to abide by those policies and procedures. [[1]](#footnote-1)

Student:

Preferred Name:

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_\_\_ Gender: Male 🞎 Female 🞎

Parent/Guardian 1:

Address:

Phone: Email:

Parent/Guardian 2:

Address:

Phone: Email:

**The Term of this Agreement is for the 2017-18 school year as established by the official school calendar.**

**I. Program Components:**

***Another Way’s Academic Program*** We offer a spiraling curriculum, or one in which students work from "the big picture” toward an increasing level of detail. Skills and concepts are reintroduced to them at increasing levels of complexity and abstraction over time. Along with the Montessori approach, we use compatible curriculum and programmatic elements of additional approaches and materials from the non-Montessori educational community that have been carefully researched to provide opportunities for enrichment beyond basic curriculum. Another Way provides individualized pacing and adaptation of the classroom programs to meet any style of learning.  We teach based on the guiding principle of respect and appreciation of all life.  We believe that learning is, and should be, joyful and activity based.

***Another Way’s Ski Instruction Program*** offers a unique learning experience through *Child-Centered Skiing*, a developmental ski instructional programcreated by Diane Bode, Executive Director & Founder of ***Another Way***. Diane’s developmental model for children’s ski instruction is used in ski resorts throughout the United States and the world. In the ***Another Way Ski School***, children learn high level skiing skills on the school’s practice slope and then experience transition lessons at local ski areas. Parents are responsible for purchasing a Season Pass for their child.

***Another Way’s*** ***Equestrian Program*** develops communication skills, self-confidence, self-esteem, balance, coordination, motor planning, empathy, responsibility, and requires consistency in the student’s actions. Students learn about equestrian tack, grooming, saddling, bridling, leading, mounting, dismounting, care & maintenance (including feeding, watering, hoof care) natural horsemanship groundwork, basic to advance level riding (equestrian and English) and Western pleasure and trail riding. Horse interactions are fun, kinesthetic and tactile experiences that complement the student’s study of Natural and Human history through the Montessori Time Lines.

The additional $1,600 program fee paid along with the tuition deposit contributes to offsetting the insurance costs for the ski and horse programs

**II. School Schedule: *Another Way*** is in full operation September through May, offering an exceptional 9-month educational experience for your children. The annual calendar and schedule of hours may be seen on the website [www.anotherwayschool.org](http://www.anotherwayschool.org).

**III. Required Forms**: The following forms become a permanent part of your child’s records and must be submitted along with this contract:

* + - Application
    - Health Records
    - Emergency Release Form
    - Parent Policies
    - Tuition Agreement

**IV. Student Meals:** Parent/Guardian will provide a healthy lunch for each student in attendance at ***Another Way***.

**V. Uniform**: Students are required to wear the school uniform. (Please refer to information on the website and in Parent Policies.)

**VI. Ski and Horse Program Adjustments**: ***Another Way*** will, at its discretion, adjust the timing and content of the skiing and riding programs according to weather and other conditions affecting the safety and effectiveness of these programs.

**VII. Classroom Observations**: Another Way welcomes observational visits by Parents/Guardians when they are *scheduled in advance*. The Parent/Guardian may email any questions or concerns to [info@anotherwayschool.org](mailto:info@anotherwayschool.org).

**VIII. Volunteer Participation**: Parent participation is vital at ***Another Way***. Parent/Guardian agrees to volunteer for events and activities as needed.

**IX. Field trips and additional fees**: Field trips which include and are not limited to museum trips, hiking excursions, ice-skating, tubing, horse events, music and dance performances and other outside activities may require additional fees. All activities and events require Parent/Guardian’s signature on the form included in the Release Package. In advance of a field trip, ***Another Way*** will provide information concerning the activity.

**X. Tuition Agreement**: Tuition is due according to the following schedule:

**Enrollment Deposit:** Payment of $1,000.00 is attached to this contract to reserve your child’s space. The non-refundable Enrollment Fee will be deducted from the total Annual Tuition and payments determined from the balance of tuition due.

**Annual and Semi-Annual Tuition:** If this option is chosen, full or partial payment of the Annual Tuition is due **prior** to the start of the school year. No processing fees will then be charged.

**Monthly Tuition:** Tuition will be divided into 9 equal payments due on the first day of each month. A $15.00 processing fee will be added to the Tuition Fee for each monthly payment. The first monthly payment is due no later than September 1st.

**Materials and program Fees:** This fee combines an $800.00 materials fee (texts and supplies) and an $800.00 program fee for the Skiing and Horse programs (supplies, equipment and insurance). The combined nonrefundable $1,600 fee is due at approximately the same time as your Tuition Deposit.

**Refunds:** No tuition or fees will be refunded upon early withdrawal or disciplinary expelling of the student. If tuition monies are still owed at this time, this remainder is expected from the Parent/Guardian. **Students who withdraw before the end of the school year are still responsible for tuition due on this contract unless previously arranged with the Executive Director.**

**Late Payments:** All Fees must be paid in a timely manner. Payments are due on the 1st of the month and considered past due on the 5th of the month. A late fee of $50.00 will be added after the 5-day grace period. When two such grace periods have been used, past due charges will apply from the 2nd of the month onwards.

All past due payments will incur a late charge of 1.5% per month. Any payments 90 days past due will be considered in default of this contract and will incur additional fees and costs, to include, but not limited to, attorney fees and collection costs. Student records and transcripts will be held until all accounts are current.

**Non-Sufficient Funds:** A $50.00 fee will be charged for payments returned due to insufficient funds.

**XI. Disciplinary Expulsion Policy: Removal of a child from AWS for unresolvable behavior issues.** Behavior that will lead to a child’s dismissal from school is *aggressive-abusive* behavior toward other children that could lead to physical injury and emotional stress.

If there is a behavior issue that fits this category, the parents will be notified immediately. A means for changing the child’s behavior will be addressed. This means may include a recommendation that the children receive professional counseling. There may also be the necessity of hiring a shadow teacher at the parents’ expense.

If the child’s behavior is found to be unchanged when all reasonable means have been taken, the child’s parents will be asked to find another school for their child.

**Incident Reports:** An incident report must be written immediately and parents informed about the behavior. A behavioral plan needs to be put in place to help the child if there is a second occurrence. Parents must come and take the child home with a second occurrence.

If a child is in counseling, the therapist must be given the incident report the day of the incident. Parents are responsible for arranging for the therapist to work directly with staff to help the child.

Hiring a shadow teacher, at the parents’ expense, may be required for the child to continue at AWS.

**XII. Breach of Contract:** Failure to abide by the terms of this contract or policies and procedures in the (website) will be considered a Breach of Contract and may result in the dismissal of the Student from ***Another Way***. If this occurs, no refunds will be given and the Parent/Guardian will be responsible for any and all legal fees incurred during the process.

**I acknowledge that I have had opportunity to address any questions or concerns before signing this contract**. **I understand that my child’s educational experience is largely dependent on this mutual agreement with *Another Way*. By signing this contract, I agree to all the terms stated above.**

Student Name:

Signed: Date:

Parent/Guardian Printed name:

Signed: Date:

Parent/Guardian Printed name:

Accepted: **Another Way School**

Signed: Date:

1. [↑](#footnote-ref-1)