



## The Hathaway School

50 Blaney Street

Swampscott, MA 01907

Phone: 781-595-5859 Fax: 781-595-7064

### PARENT REGULATION POLICY SIGNOFF: 2010 – 2011

**Student Name:** \_\_\_\_\_

As part of the annual registration packet I was made aware that all handbooks are available for my review on the school website and includes:

- Parent's Rights and Program Responsibilities
- The Parents Handbook and/or After School Handbook
- Transportation Handbook
- Listing of School Closing Dates

I am aware that located in the office are the school's **Health & Safety** and the **Policies & Procedure Manuals** as well as the **Early Education & Care Regulations**. I am aware that this material is for parental review and that I may speak with the Principal regarding any questions I may have. If I do not have access to a computer at home or work I know that if I cannot access a computer at the local public library I can use a school computer after making arrangements with the Principal for these purposes.

I am aware that I must notify the Principal in writing if I do not want my child's picture included on the website or within the school building.

I am aware of the school's policy regarding tuition payments and that a payment schedule has been included in my packet. The school does not issue a billing invoice. It is my responsibility to follow the tuition payment schedule. I understand that a \$15.00 late fee will be charged.

I am aware that I must contact the Hathaway School before 7:00AM if my child is not to be picked up by the school van. I will contact the school before 9:00AM to report that my child will be absent from the Hathaway School, which includes if my child attends a public school and will not be attending the Hathaway School After-School Program.

I am aware that all school information is posted on the posted on the school website at [www.hathawayschool.com](http://www.hathawayschool.com). It is my responsibility to check this website periodically to be kept informed.

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_