



Expectation.
Mastery.
Performance.

Conference Care

2017-2018 Registration Form
(Please complete one per student)

On November 9th & 10th and March 8th & 9th, classes will not be in session due to Parent/Teacher Conferences. If you need care for your child – other than your scheduled conference time – we will be offering care from 7:00 a.m. to 5:45 p.m. The Pre-Children’s House, a Children’s House and an Elementary classroom will be open during this time. Space in these classrooms is limited for full-day users and is filled on a first come, first served basis. If you will be bringing your child for the duration of the conference only, you *do not* need to sign-up.

Once you have reserved placement for your student, you will be billed for the day. **The fee for the day, regardless of hours used, is \$45.00.** *Cancellations will be refunded ONLY if written notice is given one week in advance of the scheduled date in question.* **In addition, a 20% service charge will be added to conference care fees for forms submitted after October 20th, 2017 (November dates) and February 22nd, 2018 (March dates).**

A \$10 per day cancellation fee will be charged for conference care cancelled without 5 day advance notice

Please indicate the estimated arrival and departure time next to the date on which you want your child to attend.

Child’s Name: _____ Classroom: _____

Date	Arrival Time	Departure Time
November 9, 2017		
November 10, 2017		
March 8, 2018		
March 9, 2018		

By signing this form I understand that I will be billed at a daily rate for any and all conference days for which my child is enrolled. In the event of absences or cancellations, I agree to payment in full unless I give written notice one week in advance of the date in question.

Parent/Guardian’s Signature

Date

PLEASE NOTE: Care is available free of charge for your child and any siblings enrolled at Montessori School of Waukesha DURING your conference time(s), but not beyond. We cannot accept children for care of any kind who are not enrolled at Montessori School of Waukesha due to liability restrictions. Use this form ONLY if you need care for all or part of the days indicated; excluding “conference-only” care.