

Attendance Policy Form

I understand that I will be charged a flat monthly fee regardless of my child's attendance. I understand that payment is due by the 1st or 15th of each month by bank draft.

I understand by enrolling in ACCESS Academy that I am committing to a full year's tuition. If I choose, after a 30-day notice, to discharge my child from ACCESS Academy, I will be responsible for paying the remaining tuition for the current school year.

I understand that ACCESS Academy will be closed on designated holidays, Christmas Break, Spring Break, and teacher workdays in August prior to the new school year. These specific dates are on the calendar.

I understand that attendance is vital to my child's progress. Poor attendance may not only affect my child's progress, but placement at ACCESS Academy as well.

*I understand that in order for my child's absence/tardy to be excused, I must provide proper documentation in the form of a doctor's note.

Parent/Guardian Signature

Date