

Hello Preschool Families,

This letter is a friendly reminder of the payment policies for the NR Preschool program. Please take a minute to review this information. There are no changes to the policy, however, the Treasurer's Office at Central Office will be enforcing the policy in a stricter manner. Your tuition is what allows us to purchase supplies for our classroom and provide opportunities for your child.

Payments are due on the 1st of each month. If the 1st falls on a weekend, please send in the payment on the first day of school in that month. On the 15th of the month, a friendly reminder will be sent home in your child's backpack. Friendly reminders will be continued every five days until payment is made or your child has been excluded from the program.

If payment for the month is not paid by the end of the month, your child will be excluded from the program on the 1st of the following month. An exclusion letter will be in your child's backpack with the effective exclusion date and transportation will be notified not to pick your child up for school.

As of last year, we cannot accept postdated checks. When we receive money, it must be deposited that day.

Once again, this is not a change in policy, however, we will be more diligent in enforcing the policy.

Thank you for your help in upholding our policy.

Sincerely,

The NR Preschool Staff