



Parental Agreement Form Academic Year 2022- 2023

In consideration for the enrollment of my child/children in the Ottawa Islamic School (OIS);

1. I agree to pay, on the specified times, all tuition fees, dues, accounts, and other indebtedness incurred by the student.
2. I agree, once the student is granted admission to OIS, none of the paid fees is refundable.
3. In the case of absence, withdrawal or removal from the school or any of its services, I am still obliged to notify the school one month in advance via email and pay all applicable fees up until the month of removal.
4. I understand that I am responsible to pay the whole month's school fees, even if my child is admitted in the middle or end of the month (fees will not be prorated).
5. I further understand that:
 - a) If tuition fees are outstanding, the student will not be eligible to resume classes until such time as the outstanding amounts has been cleared.
 - b) In the event that any school related fees, textbooks, library books, or any other material belonging to OIS are outstanding, report cards or transcripts will not be issued until such time as the outstanding fees has been cleared.
 - c) Textbooks are loaned to students for the duration of the school and are to be returned at the end of the school year.
6. I understand that a probation period of 3 months will be applied to all new students.
7. I agree to uphold all the school rules, policies and procedures.
8. I agree that OIS reserves the right to reconsider a student's enrollment or re-enrollment at OIS in the event of:
 - a) When, in the view of OIS, it is unable to meet the educational or social/emotional needs of a student
 - b) Lack of parental support of the teachers' work that risks progress and healthy development of the students. For example, persistent non-attendance at parent/teacher interviews, non-support of homework, persistent lateness and/ or unacceptable levels of absence, disregard of school rules, persistent non-compliance with recommendations etc.
9. I agree to provide all supporting documentations required on "Registration Form"
10. I hereby grant for my child to use all the play equipment and to participate in all school activities.
11. I understand that OIS does not have the resources or facilities to accommodate special need students, gifted or students with learning and physical disabilities.
12. I understand that the students will arrive at school not before 8:30 and not after 9.00 am. A student that arrives at school after 9am will be marked late. If a student has persistence/chronic late disciplinary action will be taken.
13. I understand that students do not (arrive before 8:30am) and not (stay after 3:30 pm). I understand that times outside of these times are subject to charges as per after school policy.
14. I understand that OIS or its teachers or its students are not responsible for the activities of individual students on social media platforms.
15. As the parent and child, we agree to use the internet and other related technology with responsibility:
 - a) Not posting on the internet or texting anything that maybe embarrassing or hurtful to others and the school.
 - b) Respecting the privacy of others.
 - c) To abide by all the laws, regulations related to cyber use.
16. I understand and agree that OIS will not be responsible for anything that may happen as a result of false information given or information withheld at the time of enrollment and any such false information may lead to my child's dismissal from the school.
17. I understand that a positive and constructive relationship between OIS and me (parent, student guardian) is essential to the school's educational purpose and responsibilities to its students. Any serious concerns grievance, suggestions must be brought to the school administration along with the parents.
18. I understand if I engage in behavior, communications or interactions on or off campus, that is disruptive, intimidating, aggressive, or reflects a lose of confidence in or disagreement with the school's policies, methods of instruction or discipline, or otherwise interferes with the school's safety procedures, responsibilities, without formally presenting the concerns to the administration will automatically make you liable against the school regulations and school by-laws.
19. I agree to assume all costs, responsibilities, liabilities and risks in connection with the child's enrolment as a student of the OIS including without limitation (including damage to school property, furniture, computers, etc.) the child's use of play and sports equipment and participation in school activities. I further release, remise and discharge the Ottawa Islamic School, its administrators, directors, officers and teachers and their respective heirs, executors, successors and assigns, of and from all claim, demands, damages, actions or causes of action arising or to arise by reason of the child's participation in the activities and programs of the Ottawa Islamic School as aforesaid, and from all claims and demands whatsoever in law or in equity which, I, my heirs, executors, administrators, successors or assigns can or shall or may have for or by reason of the child's participation in the activities and programs of the Ottawa Islamic School.
20. I have read, understood and agree to comply and follow the school's policies, procedures and code of conduct.

Parent Name: _____ Signature: _____ Date: _____