

**HOME-SCHOOL AGREEMENTS  
WITH HAPPY FACES**

1. **Punctuality:** with regard to the time of arrival to and departure from school as well as with regard to parents' different payment obligations. There can be up to 10% surcharge for late payments. The school may also reserve the right of admission during the school year in case of pending school fees and may not renew the enrolment for the following academic year in case of repetitive late payments. The school reserves the right to withhold the academic reports of the students until all due payments are completed.
2. **Continual attendance to school:** any absences should be justified and holidays preferably to be taken on the specified school holidays dates set.
3. **Respect and good communication:** we have created a beautiful, serene, dynamic learning environment therefore ask that there is always open, correct, sincere and respectful communication from parents towards other parents, towards the school staff, towards the school policies and towards management.
4. If the parent/guardian decides that their child will leave the school for good, it is necessary to provide two months written notice withing the school year in order to complete the payment obligations towards the school. The reservation fee is non-refundable.
5. The parents or tutors authorise the school to use and publish photographs, videos and audio of their children on the school's web page, social media sites and newspapers with educational and communication purposes.

*If any one of these conditions is not respected on repeated occasions, the school will firstly call the family to engage in a loving dialogue to try and solve the situation, and if considered necessary, may send a written notification. In order to renew your child's admission for the following year, it is important to respect all the above conditions. In case the school considers there is serious offense, the school reserves the right of admission during the school year.*