

**DUTY PARENT AGREEMENT (if appropriate)**

I have read the following policies and procedures as outlined in the parent handbook.

- Individualized plans –Anaphylaxis
  - Special needs
  - Medical needs
- Program statement implementation
- Playground Safety
- Supervision of Volunteers and Students
- Anaphylactic Policy
- Drug and Medication Administration
- Police Record Check
- Waiting List
- Fire Safety and Evacuation
- Emergency Management
- Parent Issues and Concerns
- Sanitary Practices
- Staff Training and Development

I have read and understood my responsibilities as a duty parent as outlined in the Bouncing Ball Cooperative Nursery School Handbook.

I understand it is my responsibility to fulfill my duty days as required and in the event I am unable to fulfill a duty day, it is my responsibility to trade with another duty parent. I am responsible to bring in a snack for the class that follows the Canada Food Guide healthy eating. Failure to find appropriate coverage for duty days may result in an additional fee, depending on licensing requirements.

Should I need to switch from duty day to non-duty day status, I need to submit in writing to Bouncing Ball Cooperative Nursery School such request. The request may or may not be approved based on the school's licensing requirements. If the request cannot be met and the duty days cannot be completed, I understand this may result in my child being removed from the school.

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*Signature of Parent/Guardian*

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*Date*

