



CANADIAN SPLENDOUR SCHOOL

KINDERGARTEN DEPARTMENT

EXTRA CLASSES/HOMEWORK CLUB

EXTRA CLASSES: The extra classes involve the following;

- a. Working on the specific weakness of the pupil eg: Reading, writing, math, etc.
- b. Explaining to the pupil what has been taught in class that he/she does not understand.
- c. Taking the pupil through some of the things that will be taught throughout the term.

HOMEWORKCLUB: The homework club involves the following:

- a. Explaining the homework to the pupil.
- b. Guiding the pupil to do the homework.
- c. Giving in-depth explanation on the topic.

Upon series of deliberations and recommendations, it has become imperative to make these notifications as a contract for the term to improve and ensure continuous effectiveness of the extra classes/homework club.

Below are TERMS AND CONDITIONS governing the extra classes /homework club:

- 1. Payments must be made termly.
- 2. Parents must take an **official receipts** generated from the school system for every payments made from the office.
- 3. Teachers are not allowed to demand CASH PAYMENTS for extra classes/homework club fees from any parent.
- 4. Parents must notify the office if they decide to withdraw their wards from the extra classes / homework club at the end of the term.

(Please complete the form below and return it to the office)

AGREEMENT FORM

Kindly choose the services to be provided.

1. Extra Classes Fee: GH¢ 150 (Monthly)

2. Homework Club Fee: GH¢ 150 (Monthly)

I _____ parent/guardian

To _____ have agreed to the terms and conditions stated above concerning the extra classes/homework club services.

PARENT/GUARDIAN: _____ SIGN: _____

TEACHER: _____ SIGN: _____