

PAIAMA SETTLEMENT

PRE-SCHOOL

(Phone 837325)

TO: All Parents of Pre-School Children
FROM: Miss Esther So, Pre-School Director
DATE: November 21, 1955
RE: Charges

Please note that no credit refund will be given for days absent. This policy has been adopted because 1) Our fees are already the lowest possible.
2) The school expenses go on regardless of absences.
3) Children are accepted on a semester basis even though payments are made monthly.

Please phone the school in regard to absence of your child due to any reason whatsoever. (The phone is 837325.)

The school may grant a credit refund in certain cases:

- (a) Serious illness.
- (b) Departure from Honolulu.
- (c) Financial hardship
- (d) Drop due to recommendation

However, the Pre-School director must grant approval in the case of any of the above exceptions.

Your cooperation in reporting absences and advising us of your problems would be appreciated.