



# Registration Forms 2018/2019



Dear Parents,

We are so excited to begin a brand new year of playgroup with your beautiful children. We are looking forward to a safe, happy, healthy and wonderful year, with the help of Hashem and our dedicated staff.

Below are a few important pointers to keep in mind, to ensure a smooth and successful year for everyone.

\*Drop off is between 9:00 – 9:30. (Later than 9:30 - your child misses out on the crucial daily routine.)

\* Pick up is between 1:45 – 2:00 (for the playgroup class) and 2:45 - 3:00 (for the nursery class). Aftercare will be provided until 4pm for those students who sign up at the beginning of the year, based on availability

We will be charging a \$50 refundable late fee at the beginning of the year.

- If you know you will need to be late one day and would like your child to join aftercare, please let us know by 1pm and there will be an \$8 fee deducted from the \$50. (No supervision past 4pm)

- If we do not have prior notice, you will be charged a dollar a minute, per minute that you are late and it will be deducted from the \$50.

\* We understand that it's difficult to keep your child home on a regular school day. However, for the benefit of your child and of the rest of the class, children with fever or a virus which is contagious (e.g. stomach virus, eye infection etc.) should remain at home until he has been virus or fever free for 24 hours. As diarrhea is highly contagious and very possibly a sign of a virus, if a child has more than 1 very loose stool, they will be sent home and be able to return once they have had at least 1 regular stool.

\*Payment for playgroup is a YEARLY payment divided into months. Therefore you will be charged the same amount per month, regardless of the amount of regular school days that month.

\* A professional lice checker will be checking for lice within the first week of school. The charge will be \$5 for the lice check. Please check your children regularly to ensure they are lice free.

I agree to these terms and conditions:

\_\_\_\_\_  
NAME

\_\_\_\_\_  
SIGNATURE

Thank you for your cooperation and we welcome comments and questions all year round.



## Registration Form 2018/2019

Registration Date: \_\_\_\_\_

Which class are you applying for? \_\_\_ Playgroup (1 ½ - 2 ½) \_\_\_ Nursery (2 ½ - 3 ½)

### Parent/Guardian Information

**Mother/Guardian** First Name: \_\_\_\_\_ M.I. \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_ Home Phone: ( ) \_\_\_\_\_

Employed By: \_\_\_\_\_ Office Phone: ( ) \_\_\_\_\_

Work Address: \_\_\_\_\_ Work Hours: \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

Marital Status:  Married  Single  Divorced  Separated  Widowed  Other \_\_\_\_\_

Email address: \_\_\_\_\_

**Father/Guardian** First Name: \_\_\_\_\_ M.I. \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_ Home Phone: ( ) \_\_\_\_\_

Employed By: \_\_\_\_\_ Office Phone: ( ) \_\_\_\_\_

Work Address: \_\_\_\_\_ Work Hours: \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

Marital Status:  Married  Single  Divorced  Separated  Widowed  Other \_\_\_\_\_

### Child Information

**1<sup>st</sup> Child** First Name: \_\_\_\_\_ M.I. \_\_\_\_\_ Last Name: \_\_\_\_\_

Name child prefers to be called: \_\_\_\_\_ Age: \_\_\_\_\_

Child's Address: \_\_\_\_\_

Gender:  Male  Female Date of Birth: \_\_\_\_\_

List any existing medical conditions, medication and/or special attention your child may require?

Allergies: \_\_\_\_\_

How does your child fall asleep? \_\_\_\_\_

Who will be picking child up from playgroup? \_\_\_\_\_ Phone: \_\_\_\_\_

Pediatrician's Name: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_

I would like my child to stay until: \_\_\_ 2pm (Playgroup only) \_\_\_ 3pm \_\_\_ Aftercare until 4pm (Subject to change based on number of children who request)



**Emergency Contacts:**

**1<sup>st</sup> Contact** Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship to the Child: \_\_\_\_\_

**2<sup>nd</sup> Contact** Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship to the Child: \_\_\_\_\_

**3<sup>rd</sup> Contact** Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Relationship to the Child: \_\_\_\_\_

**Early Intervention**

Was your child ever evaluated for Early Intervention, Special Ed or CPSC services? \_\_\_\_\_

List frequency and duration of each service receiving: \_\_\_\_\_

List Provider, therapist's names and phone numbers: \_\_\_\_\_

**Tuition / Payment Information:**

- I have completed the tuition contract.
- I am including, or have already paid, the registration fee.

**Additional Comments & Information:**

**Signature:**

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Tuition Contract:

### Tuition Amount:

Tuition is charged on the **1<sup>st</sup> of every month.**

Tuition until 2pm is \$4250 per year.

Tuition until 3pm is \$4750 per year.

Early care (8:30-9:00) is an additional \$35 per month.

After care (3:00-4:00) is an additional \$70 per month.

Late fee is \$50 is to be paid at the beginning of the year and is refundable at the end of the year

We accept head checks, cash and credit cards. If paying with cash, a one month deposit will be charged together with the first month's tuition, and go towards the last month of Playgroup. If paying via credit card, an extra 3.5% will be charged.

You will be charged the same amount per month, regardless of the amount of regular school days your child attends that month.

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I would like my child to stay from \_\_\_\_\_ am until \_\_\_\_\_ pm.

The total of my annual tuition is \_\_\_\_\_ + \$50 refundable late fee to be paid with the first month's tuition

I will be dividing that payment into 10 monthly payments of \_\_\_\_\_ per month.

I will be paying in the form of \_\_\_\_\_.

### Signature:

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_