



ENROLLMENT FORM 2011/2012

Office Use Only	
Cash or Check#	
Amount:	
Registration	
Tuition	
Start Date:	

Child's First Name _____

Child's Last Name _____

Boy _____ Girl _____ Birth Date _____

Class: (Please select child's age as of Sept 1st)

_____ Toddlers (12-23 mos.) _____ Two's (24-35 mos.) _____ PreK 3's _____ PreK 4's

Father's Name _____ Mother's Name _____

Address _____
Street City Zip

Home Phone _____ E-mail Address _____

Father's Cell _____ Mother's Cell _____

Father's Work# _____ Mother's Work# _____

If parents are separated or divorced, with whom does child live? _____

Number of children in family? _____ Position of this child? _____

Emergency contact if neither parent can be reached:

_____ Relation _____ Phone _____

_____ Relation _____ Phone _____

Church Membership _____

Does child have prior group experience such as child care, preschool, or religious education?

Please list: _____

List any health concerns, physical difficulties, allergies or food restrictions, as well as any other info the teacher needs to know (use back of form if necessary): _____

How did you hear about The Ridge Preschool? _____

ENROLLMENT INFORMATION 2011/2012

Child's Name: _____

Medical Information

Physician's Name _____ Phone _____

I authorize all medical and surgical treatment, X-ray, laboratory, anesthesia, and other medical and/or hospital procedures as may be performed or prescribed by the attending physician and/or paramedics for my child and waive my right to informed consent of treatment. This waiver applies only in the event that neither parent/guardian can be reached by The Ridge Preschool in the case of an emergency.

Parent/Guardian Signature

Date

I understand that under no circumstances will The Ridge Preschool administer medication of any kind to my child. In the event that medication needs to be administered, I will make arrangements to administer it myself, or will designate in writing a friend or family member who will do this.

Parent/Guardian Signature

Date

Approved Pick Up List

The following person(s) may pick up my child from The Ridge Preschool during this school year. I understand that I must let the school know in advance that this person is picking up my child/children, and that positive ID will be required. If the person picking up my child is not on the list, the child will not be released until the parent is contacted and confirms permission for the child's release.

Authorized Person	Relationship	Contact Numbers
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Acceptance Agreement

I accept the rules, policies and regulations of The Ridge Preschool as they now exist and as they may be amended from time to time. I agree to familiarize myself with The Student Handbook, which will be issued prior to the first day of school.

I relieve and release The Ridge Church and The Ridge Preschool from any liability for injury or illness resulting from circumstances or occurrences unknown to them, or which might not be reasonable within their control.

To my knowledge all information provided to The Ridge Preschool is current and correct. I also understand that it is my responsibility to update this information in a prudent and timely manner, as circumstances change.

Parent/Guardian Signature

Date

Statement of Participation

On occasion, our curriculum includes opportunities for resource people from the community (i.e. fire fighters, police, dental hygienists, veterinarians, etc.) to visit our classes to share educational information with the students.

Likewise, we will have "special days" at school (i.e. Harvest Day, Jesus' Birthday Party, Splash Fest, etc.) where we may have special activities that are not a part of the weekly schedule.

My child has permission to participate in all activities planned and organized through The Ridge Preschool.

Parent/Guardian Signature

Date

Photo/Video Permission

There will be times during the school year that photographs and/or video tapes of the children will be taken. The photos and videos will be used for class projects, school newsletters, or the TRP website.

_____ Yes, I give permission for my child to be photographed or videotaped while at The Ridge Preschool.

_____ No, I do not want my child photographed or videotaped while at The Ridge Preschool.

Parent/Guardian Signature

Date

The Ridge Preschool does not discriminate on the basis of race, color, religion, national and ethnic origin in administration of its admissions, educational policies, and other school administered programs.

ENROLLMENT CONTRACT 2011/2012

The Ridge Preschool, nonprofit partner of The Ridge Church, and _____
Parent/Guardian Name

who is legal parent or guardian, hereby contract for enrollment of _____
Child Name

for the 2011-2012 school year.

Registration Fee: \$175/\$125 add'l child

Class:	Monthly Tuition
_____ Toddlers (12-23 months)	\$200
_____ Two's (24-35 months)	\$190
_____ PreK 3's (Age 3 by Sept 1st)	\$200
_____ PreK 4's (Age 4 by Sept 1st)	\$210

Eligible Discount:

_____ Church Member	-\$15
_____ Additional Child	-\$15
_____ Other	-\$_____

FINAL MONTHLY TUITION: \$_____

Tuition Policies:

- A registration & supply fee deposit of \$50.00 is due & payable when you enroll your child. Any remaining balances shall be due to TRP **NO LATER than 7/31/11**. Registration & supply fee payments are **NON-REFUNDABLE** and **NON-TRANSFERABLE**.
- Tuition is due the 1st Tuesday of each month Sept thru May. If tuition is not received by the 10th of the month, a \$15 late fee will be charged to your account. Cash payments require a receipt from the office.
- A \$25 service fee will be charged on all returned checks.
- Members of the Ridge Church and families with multiple children enrolled are eligible for a \$15.00 discount. The additional child discount will be applied to the second child enrolled in the program, as well as to any subsequent children. A maximum monthly discount of \$15.00 per child will be allowed.
- The school reserves the right to terminate services for accounts 30 days past due. Tuition fees are due regardless of the child's attendance. Two week written notification is **REQUIRED** to terminate tuition charged for any program.
- There may be other small fees for special activities in which my child participates that must be paid separately at the time of the activity.
- It is required that all parents/guardians become familiar with the Student Handbook that will be issued prior to the first day of school.

I agree to abide by the policies and procedures of The Ridge Preschool. I agree to pay all fees according to the enrollment contract agreement.

Parent/Guardian Signature

Date

Approved By