

Admission Agreement 2019-2020

Child's Name _____ Birth date _____

Parent's Name _____ Parent's Name _____

PROGRAM DESCRIPTION

EvFree Preschool is a combination child care center licensed by the State of California, which serves children from 6 weeks old through six years of age. The EvFree Preschool program will provide a safe, healthy, and loving child care environment and age appropriate activities in the areas of art, music, movement, science and nature that will stimulate the child's development and spiritual growth.

INFANT/TODDLER
Ages: 6 weeks through 24 months

PRESCHOOL
Ages: 2 years through 6 years

DAYS: (PLEASE SELECT ONE)

2 DAYS T/TH
3 DAYS M/W/F
4 DAYS M T W TH F
5 DAYS M-F

HOURS: (PLEASE SELECT ALL THAT APPLY)

Early Care 8:00 a.m.
School Day 9:00 a.m to 1:00 p.m.
Extended School Day 1:00-3:00 p.m.
Enrichment Program 1:00-5:00 p.m.

STATEMENT OF ADMISSION POLICY

1. The EvFree Preschool program welcomes children of any race, color, religion, ancestry or national origin.
2. We will accept children from six weeks through six years of age. However a child's chronological age is not the absolute criteria for admission. Many children are not ready to leave their parents regardless of their age. This will be determined in the child's first few weeks of school.
3. In the case of a physical, mental or developmental special need, EvFree Preschool reserves the right to evaluate the specific situation to determine if the current staff and current preschool environment will be able to accommodate the child.

FIELD TRIPS

Occasionally field trips will be planned by the Pre-Kindergarten classes to coordinate with a particular area of learning. Permission slips must be signed by the child's parent or legal guardian before a child is allowed to participate in a school-sponsored event off campus. Walking field trips only will be offered.

Parent Signature _____ Date _____

Parent Signature _____ Date _____

FOOD SERVICE - SNACK

Snacks are served mid-morning. Classrooms will determine their snack preference:

1. Each child provides their own daily snack, labeled with child's name.
2. Parents will provide community snack on a rotation basis. The teacher will be responsible for posting the sign-up list.
3. The teacher will provide snack through a cooking experience in the classroom. Parents may be asked to donate ingredients. The teacher will be responsible for posting the sign-up list.
4. Children bring a labeled water bottle. Water will be provided to children without a water bottle.

FOOD SERVICE - LUNCH

Lunch is provided by the parents. Food provided in lunches should be nutritious and well-balanced. Fruit, vegetables, cheese, sandwiches and granola bars are among the choices of food that are appropriate. Include a drink and an ice pack. If you do not bring a lunch, you can purchase one in The Well located in The Commons building on campus.

MEDICAL ASSESSMENT

California State Law requires that a Physician's Report be completed and signed by a doctor before a child enters school. A TB (tuberculosis) test is also required.

IMMUNIZATIONS

Prior to the child's first date of attendance, documentation of the following immunizations are required:

DPT immunizations (first, second, third & fourth)

Polio immunizations (first, second, third)

Measles immunizations

Mumps immunizations - After 1 year of age

Rubella immunizations

Hepatitis B

Varicella

Hib Meningitis

BIRTH CERTIFICATE

A copy of the student's birth certificate is required for each student entering our program.

FINANCIAL POLICIES

In order to maintain a high quality of education for your child, it is necessary that tuition be paid for the schedule your child is enrolled. The following policies apply:

1. Our program is non-profit and self-supporting. All tuition is a monthly, flat-rate based on the schedule you selected at time of enrollment.
2. A check will be accepted from 8:00 a.m. to 5:00 p.m. by office personnel. Payments by credit card or checking account transactions can be made through the brightwheel app.
3. All fees and tuition are paid in advance of attendance.
4. Tuition is due by the 10th of every month; this amount does not change regardless of holidays or attendance.
5. A late fee of \$ 10.00 will be added to any payment made after the 10th of the month. If payment is not made by the 20th day of the month, enrollment may be interrupted.
6. A service charge of \$25.00 will be assessed for each check issued to the program that is returned by the bank.
7. Late pick-ups after the ten minute grace period during regular business hours will accrue an additional hour fee of \$15.
7. A fee for late pickup of your child will be charged beginning at 5:10 p.m. The late fee is \$1.00 per minute. Our license does not allow us to care for children after 5:00 p.m. If you should have an emergency, please call the office at 714-257-4302.

REGISTRATION

There is an annual non-refundable registration fee of \$150 for new children and \$100 for returning children. The registration fee must be paid in full before accepting a child into our program.

WITHDRAWAL

A limited budget demands that the school operates on a capacity level, thus, two weeks written notice must be given if your child is to be withdrawn, If this notice is not given, you forfeit the remainder of your child's monthly tuition.

TUITION CHANGES

- 1. If a change of tuition rate occurs, the parent must have 30 days notice prior to change.
- 2. Any request to change attendance days must be submitted in writing and will commence the following month.

REFUND CONDITIONS

- 1. The registration fee is non-refundable.
- 2. If your child is absent, your tuition is non-refundable for the day or days they were absent from the program.

INSPECTIONS

According to the Health and Safety Code, Licensing has the right to inspect the EvFree Preschool program and its facility.

SHARE INFORMATION

In the event of birthday parties, special events, etc. **please mark** the information you are willing to share with other families:

- Email
- Phone number
- Address

PHOTO RELEASE

- YES NO

I/We acknowledge that participation in the event(s) and activity(ies) described herein also constitutes approval to be photographed and to have those photographs placed in church related publications, including the church website.

- YES NO

I/We acknowledge that participation in the event(s) and activity(ies) described herein also constitutes approval to be photographed and to have those photographs placed in group photos/videos shared on the brightwheel app.

Parent Signature _____ Date _____

Parent Signature _____ Date _____