

FOOD ALLERGIES:



COMPLETE BOTH SIDES

My child is potty-trained Yes No

OFFICE USE ONLY
DATE REC'D _____

APPLICATION FOR ADMISSION TO FUNTASTIC SUMMER ADVENTURE CAMP

Name of Child _____ Age in Sept. _____ Date of Birth: _____

Preferred date to enter: _____ Nickname: _____ Gender: _____

Where did you hear about our program? _____

Parents Residence: _____ City: _____ Zip: _____ H Phone: _____

Parents (if applicable) _____ City: _____ Zip: _____ H Phone: _____

Email _____ Alternate E-mail _____

Bill via: Email _____ Mailing Address _____

Parents Name _____ Occupation: _____ W Phone: _____

Business Address _____ Cell Phone: _____

Parents Name _____ Occupation: _____ W Phone: _____

Business Address _____ Cell Phone: _____

The following persons are **authorized** to take my child from school and should be contacted in an emergency if parent / guardian cannot be reached.

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Name: _____ Relationship: _____ Phone: _____

Your child will not be allowed to leave with any other person without permission from parent / guardian

Physician: _____ Phone: _____

Office Address: _____

If this physician cannot be reached in an emergency, what action should be taken? Hospital(s) _____

Allergies or health problems: _____

Tuition is charged for times as listed. There is an additional fee for drop-in hours used on either end of your schedule.

7:30 AM – 6:00 PM

- 5 days
- 3 days (MWF)
- 2 days (T/TH)

7:30 AM – 12:00 PM

- 5 days
- 3 days (MWF)
- 2 days (T/TH)

9:00 – 11:30 AM

- 5 days
- 3 days (MWF)
- 2 days (T/TH)

9:00 AM – 2:00 PM

- 5 days
- 3 days (MWF)
- 2 days (T/TH)

Session I: June 15-19

Session II: June 22-26

Session III: June 29-July 2 (CLOSED July 3)

Session IV: July 6-10

Session V: July 13-17

Session VI: July 20-24

Session VII: July 27-31

Session VIII: August 3-7

CONSENT FOR MEDICAL TREATMENT

AS THE PARENT, AGENCY REPRESENTATIVE OR LEGAL GUARDIAN, I HEREBY GIVE CONSENT TO SAN ANSELMO PRESCHOOL TO PROVIDE ALL EMERGENCY DENTAL OR MEDICAL CARE PRESCRIBED BY A DULY LICENSED PHYSICIAN (M.D.) OR DENTIST (D.D.S.) FOR _____. THIS CARE MAY BE GIVEN UNDER WHATEVER CONDITIONS ARE NECESSARY TO PRESERVE THE LIFE, LIMB OR WELL BEING OF MY DEPENDENT. MY CHILD HAS THE FOLLOWING MEDICATION ALLERGIES:

Signature of parent or guardian _____ Date: _____

Included is my Scheduling Agreement Form

To avoid delay in registration, application, scheduling agreement form and signed contract must be submitted together.



San Anselmo Preschool Center
 121 Ross Avenue, San Anselmo, CA 94960
 Telephone (415) 453-3181

The San Anselmo Preschool Center will offer preschool education and childcare to the undersigned upon the following terms and conditions:

Section 1. A summer **Scheduling Agreement Form** must accompany your **Funtastic Summer Adventure Camp** application. The Schedule Reduction Fee will **not** be applied providing there are no reductions to your child's summer schedule after May 15. In the event of a scheduling reduction, \$50 will be charged to your credit card. Any subsequent scheduling reductions will require a \$50 charge to your credit card each time. If there are no scheduling reductions your credit card will not be charged any Scheduling Reduction Fees for the summer. If your child will be attending both summer and fall, we will need both the fall registration fee (\$125) and the summer Scheduling Agreement Form (completely filled out and signed).

In addition to covering any Schedule Reduction Fees, your credit card will be used to charge any outstanding tuition still due by August 20. You may pay tuition at any time prior to August 20 by check or cash as usual. There is a 2% discount for cash or check payments. Published rates are discounted rates. Your online receipt will show this.

Billing occurs monthly. San Anselmo Preschool & Afterschool Center bills continuing families on the first of each month for one month in advance. Tuition is due by the 20th of each month prior to the month billed. Tuition for June summer sessions is due on May 20, for July summer sessions on June 20, and August summer sessions on July 20. *Children may not attend a session until tuition is paid in full. If you wish to drop a session(s), you must give us two-week's notice, or your credit card will be charged full tuition.* Tuition paid for time beyond the two-week notice will be credited at the next billing cycle. **Any** reductions to your schedule after May 15 will be treated as follows: the first reduction, you will be charged \$50 to your credit card (as stated on the Scheduling Agreement Form). For each subsequent reduction, you will be charged a \$50 schedule reduction fee to your credit card (as stated on the Scheduling Agreement Form).

Section 2. Registration: Drop-in is available only to registered children and is left to the discretion of the Head Teacher. Children with partial schedules cannot trade days.

Section 3. Late Pick Up: Funtastic Summer Adventure Camp closes at 6:00 PM. **If a child is left longer, there is a \$2.00 fee for each minute that you are late.** You are responsible for notifying the Director or the Head Teacher if you are not able to pick up your child at your allotted time.

Section 4. Emergency Closure: During the school year and especially during the winter months there is always the possibility that heavy rains and flooding, smoke, electrical failure or another emergency may force us to close the school for an entire day or part of a day. In such circumstances it is impossible for us to provide you with advance warning. As soon as the emergency closure has been determined we will leave a message on our voicemail, send out an email if possible, and we will activate our

emergency phone tree. In cases where we need to close the school during the school day it is imperative that you provide us with two emergency contacts on your Identification and Emergency Information form. It is impossible to refund tuition for emergency closure days and we cannot trade days.

Section 5. Medication: The staff can only dispense medication of **any type** after the parent has filled out a medication permission slip. Permission slips must be filled out and signed daily, and medication must be stored in the kitchen area. When you bring your child's medication to school, it must be in its original bottle. Medication must be taken home when it is finished.

Section 6. Illness: The preschool is not equipped to care for sick children. If a child is unable to participate in the normal routine the parent will be called and asked to take the child home. **Before returning to school, the child should remain at home fever-free for twenty-four hours.**

Section 7 Parents are required to notify the Preschool of any infectious and communicable diseases in your family.

Section 8. California law requires that each child must have a medical examination form filled out by a physician before he/she begins school. **New Law (SB 277) Effective in 2016** Parents or guardians of students in any school or child-care facility, whether public or private, will no longer be allowed to submit a personal beliefs exemption to a currently required vaccine.

Section 9. Dress your child in old, comfortable clothing that will not restrict his/her play. We offer children messy play with water, sand, paint, etc. All removable clothing including shoes and boots must be marked with your child's name. All children should bring a complete change of clothes in a shoebox, each item marked with your child's name.

Section 10. The San Anselmo Preschool Center admits children regardless of race, creed or national origin. We reserve the right to exclude a child from attendance for any reason whatsoever including but not limited to health, lack of adjustment to the group situation, or delinquency of the tuition account. To qualify for admission to the Preschool a child must be 2 ½ years old.

Section 11. The Department or Licensing Agency shall have the authority to interview children or staff, and to inspect and audit child or facility records without prior consent. The licensee shall make provisions for private interviews with any child(ren), or any staff member, and for the examination of all records relating to the operation of the facility. The Department or Licensing Agency shall have the authority to observe the physical condition of the child(ren), including conditions which could indicate abuse, neglect, or inappropriate placement, and to have a licensed medical professional physically examine the child(ren).

Section 12. The parent or guardian who signs the contract is responsible for payment of tuition.

Child's Name (Please Print) _____

Parent's Signature _____ Date _____

School Representative _____ Date _____



Funtastic Summer Adventure Camp Scheduling Agreement Form

A summer **Scheduling Agreement Form** must accompany your **Funtastic Summer Adventure Camp** application. The Schedule Reduction Fee will **not** be applied providing there are no reductions to your child's summer schedule after May 15. In the event of a scheduling reduction, \$50 will be charged to your credit card. Any subsequent scheduling reductions will require a \$50 charge to your credit card each time. If there are no scheduling reductions your credit card will not be charged any Scheduling Reduction Fees for the summer. If your child will be attending both summer and fall, we will need both the fall registration fee (\$125) and the summer Scheduling Agreement Form (completely filled out and signed).

In addition to covering any Schedule Reduction Fees, your credit card will be used to charge any outstanding tuition still due by August 20. You may pay tuition at any time prior to August 20 by check or cash as usual. There is a 2% discount for cash or check payments. Published rates are discounted rates. Your online receipt will show this.

Billing occurs monthly. San Anselmo Preschool & Afterschool Center bills continuing families on the first of each month for one month in advance. As in the past, tuition is due by the 20th of each month prior to the month billed. Tuition for June summer sessions are due on May 20, for July summer sessions on June 20, and August summer sessions on July 20. Children that only attend San Anselmo Preschool during the summer are required to pay the full summer tuition at the time of enrollment. *Children may not attend a session until tuition is paid in full. If you wish to drop a session(s), you must give us two-week's notice, or your credit card will be charged full tuition.* Tuition paid for time beyond the two-week notice will be credited at the next billing cycle. **Any** reductions to your schedule after May 15 will be treated as follows: the first reduction, you will be charged \$50 to your credit card (as stated on the Scheduling Agreement Form). For each subsequent reduction, you will be charged a \$50 schedule reduction fee to your credit card (as stated on the Scheduling Agreement Form).

Child's Name: _____

Credit Card Information

____ Visa _____ MasterCard

We do not accept American Express or Discover Card

Credit Card Number: _____

Expiration Date: _____ Email: _____ *for receipt*

Name on Card: _____

I hereby agree to the terms of the Scheduling Agreement form. I know that I will be charged \$50 for the first reduction to my child's summer schedule after May 15. I know that I will be charged \$50 for each reduction thereafter. If no schedule reduction occurs for the summer program, I will not be charged a fee. ***If I wish to drop a session(s), I must give you two-week's notice, or my credit card will be charged full tuition.*** Tuition paid for time beyond the two-week notice will be credited to me at the next billing cycle. ***I understand that the published fees are discounted by 2% and are for cash and check transactions only. Any and all outstanding summer tuition due by August 20 will be charged to my credit card by August 23.***

____ ***I wish to use this credit card to pay my monthly summer tuition*** *(check, if desired)*

Signature

Date