



# Carebear Preschool Enrollment Packet

School Year: 2023/2024

### Student Information:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Gender: M \_\_\_\_\_ F \_\_\_\_\_

Parent E-Mail Address: \_\_\_\_\_

Will your child enter Kindergarten in the following 2024/2025 school year? Yes \_\_\_\_\_ No \_\_\_\_\_

Primary Class Schedule: \_\_\_\_\_ Second: \_\_\_\_\_

\*Enrollment is based on a first come first served basis\*Please indicate your second class choice\*Class sizes are limited\*

Your child is expected to follow simple directions. **Manageable behavior is expected.**

Three and four-year-old children must be toilet trained.

<u>Class</u>	<u>Daily Times</u>	<u>Monthly Tuition</u>
<b>1 Year Old:</b>		
M-F	8:00-2:45	\$1,300.00
M-F	8:00-11:00	\$1,175.00
M/W/F	8:00-2:45	\$1,175.00
M/W/F	8:00-11:00	\$1,025.00
T/TH	8:00-2:45	\$975.00
T/TH	8:00-11:00	\$875.00
<b>2 Year Old:</b>		
M-F	8:00-2:45	\$1,250.00
M-F	8:00-11:00	\$1,100.00
M/W/F	8:00-2:45	\$1,100.00
M/W/F	8:00-11:00	\$1,050.00
T/TH	8:00-2:45	\$950.00
T/TH	8:00-11:00	\$850.00
<b>3 Year Old</b> (Must be toilet trained)		
M-F	8:00-2:45	\$1,200.00
M-F	8:00-11:30	\$1,125.00
M/W/F	8:00-2:45	\$1,125.00
M/W/F	8:00-11:30	\$975.00
T/TH	8:00-2:45	\$925.00
T/TH	8:00-11:30	\$775.00
<b>Pre-K</b> (Must be 4 by August 31 <sup>st</sup> )		
M-F	8:00-2:45	\$1,200.00
<b>Transitional Pre-K</b> (Teacher Recommend Only)		
M-F	8:00-2:45	\$1,200.00

Extended Care is available for an additional \$200 per month. Students with extended care can be dropped off at 7:00am and must be picked up by 6:00pm

**\*We offer a 10% discount for current siblings\***

The registration fee is non-refundable and non-transferable. This fee cannot be applied to the payment of any other fee.

**\*All questions MUST be directed to either Miss Becky or Miss Carrie\***

Questions? Please email us.  
[Missbecky@carebearpreschool.com](mailto:Missbecky@carebearpreschool.com)

**Registration Fee: \$150.00 (per child)**  
**Supply Fee: \$100.00 (per child)**

**FOR OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Class: \_\_\_\_\_

Start Date: \_\_\_\_\_ Discounts: \_\_\_\_\_ Supply Fee: \_\_\_\_\_ Registration Fee: \_\_\_\_\_

Auto Pay: Y or N Total Payment Received: \_\_\_\_\_ Payment Type: \_\_\_\_\_ Initials: \_\_\_\_\_

## **Extended Care Sign-Up**

**School Year: 2023/2024**

Extended Care is available for an additional \$200 per month.

Students with extended care can be dropped off at 7:00am and must be picked up by 6:00pm

Student's Name: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Classroom Teacher: \_\_\_\_\_

Please select all that apply:

- Before School (7:00am-8:00am)
- After School (2:45pm-6:00pm)

Parent/Guardian Signature: \_\_\_\_\_

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

**Tuition Agreement and Contract**

In order for Carebear Preschool to reserve a spot for the 2023-2024 school year, a \$150.00 registration fee and a \$100.00 supply (both non-refundable and non-transferable) must be received with the signed Tuition Agreement and Contract. No assurance can be given that a spot will be available for the student. The student will be considered enrolled in the school upon acceptance and execution of this agreement by Carebear Preschool. Legal guardians are jointly and separately responsible for the student's account for the full academic year. It is the obligation of the below signed-guardians to make all payments in accordance with the terms of this agreement as detailed below. In the event that payments should become delinquent, guardians are responsible for any late, legal, or other fees incurred.

**Terms**

1. Monthly tuition is due the 1<sup>st</sup> of each month, beginning July 2023 and continuing through May 1<sup>st</sup> 2024. Monthly tuition **will not** be reduced due to breaks or holidays and is due regardless of the number of days my student attends during the month. School days missed by the student **cannot** be made up.
2. To register the student, the guardian(s) agree to pay a \$150.00 registration fee and a \$100.00 supply fee. Both registration fee and supply fee are **non-refundable and non-transferable**.
3. Tuition is considered **late on the 5<sup>th</sup>** of each month and each tuition account will be charged a \$25.00 late fee per day tuition is late.
4. In the event that a tuition account has reached 15 days past due, the guardian(s) will be notified that they will have 24 hours to make the payment in full or the student(s) will be disenrolled. Upon disenrollment, the account will be turned over to a collection agency.
5. A charge of \$25.00 will be made on any returned checks.
6. Enrollment in Carebear Preschool is continuous through the year. Should the need arise to withdraw the student from the program, a **30 day written notice is required** and the guardian is responsible for all program fees until termination, as long as a one month written notice is provided. Any unpaid fees, including late fees, will be the guardian's responsibility before the end of the 30-day notice.
7. If the student is picked up 10 minutes late or more, the student will be sent to the after-school program and the guardian will be responsible for any late fee incurred.
8. Carebear Preschool is open Monday through Friday from 7:00 am- 6:00 pm. If the student is **not** picked up by 6:00 pm, the guardian(s) will be charged \$5.00 per minute until the time the student is picked up. These charges will be applied to your monthly bill.
9. Carebear Preschool will be closed for holiday breaks and holidays, **fees will not** be reduced or prorated for these holidays. Carebear Preschool follows the Chandler Unified School District.
10. Carebear Preschool reserves the right to disenroll any student or guardian(s) that displays disruptive behavior. **No refund** of tuition or fees will be made at any time if a student or guardian is either dismissed or asked to withdraw from the school for disciplinary reasons.
11. The guardian(s) will disclose in writing to Carebear Preschool any physical, mental, or emotional disabilities of the student or any other matter, which should affect could affect the student's enrollment and/or participation at the school. Except for any such separate written disclosure, guardian(s) signify by signing this agreement that the student is physically capable of participation in all aspects of the instruction and training of the school.
12. As part of child and guardian readiness, the child will be able to follow simple directions such as "Put your work on the shelf and come sit down". **Manageable behavior is expected**. Three- and four-year-old children must be toilet trained. Guardian(s) must be ready to leave their child with confidence, ready and willing to follow the suggestions of their student's teacher and administration.
13. If the guardian desires a change in their child's teacher or class session, the guardian must notify administration. We will verify status of session requested and inform the guardian if an opening is available and the request may be accommodated. Carebear Preschool **cannot guarantee** the request will be accommodated.
14. The State of Arizona requires guardians to sign an attendance record **each time** the students are dropped off and picked up. The State requires first and last name for the student with a legible signature and a legible time.

Please INITIAL and SIGN signifying your understanding and agreement of terms.

\_\_\_\_\_ I agree to the Terms above.

\_\_\_\_\_ I agree to the Terms above.

X \_\_\_\_\_

X \_\_\_\_\_

Parent/Guardian

Date

Parent/Guardian

Date

2023-2024

Carebear Preschool General Release Form

**Enrollment Forms:** The Enrollment Form, Tuition Agreement Contract, General Release Form and Emergency Card, along with the \$150.00 registration fee, and the \$100.00 supply fee, must be completed and submitted before the child's placement is secured at Carebear Preschool. **No Child** will be admitted **without a completed and signed Emergency Card** on the school premises. A copy of child's **most current** immunization record will be due on the 1<sup>st</sup> day of school. Proof of immunization **must be submitted** within 5 days of the admission of your child.

1. Carebear Preschool may use photographs, reproductions, and/or sound recordings of my child for the purpose of school programs, advertising, and miscellaneous curriculum uses.
2. I hereby release, indemnify, and hold harmless Carebear preschool and its staff from any loss or damage to toys, clothes, or any other personal items.
3. I hereby warrant Carebear Preschool that I am entitled to legal custody of my child and, accordingly, am authorized to place my child in your care and custody and am further authorized to sign this release form. If proof of custody is required, I agree to provide the school office with the appropriate court papers to keep on file.
4. I am aware that Carebear Preschool's liability insurance policy covers only the students formally enrolled and not other children using the facilities. Therefore, if for any reason I bring to school children other than those enrolled and in the event that they should sustain injuries on said premises, I hereby release and absolve the school completely and totally from all blame for any and all subsequent consequences thereof, if any. The above also pertains to any animals brought onto the premises.
5. I authorize the use of baby wipes provided by Carebear Preschool on my enrolled child.
6. Parents have access to Carebear Preschool anytime during school hours. We do request, however, that the work of the children and the teachers, as well as other staff members' attention, will not be disturbed, and that parents will walk and speak quietly at all times. If you wish to speak with your child's teacher, please make an appointment.
7. Carebear Preschool does not provide transportation.
8. Carebear Preschool carries the appropriate liability insurance as mandated by the Arizona Department of Health Services/ Office of Child Daycare licensure.

\_\_\_\_\_  
Signature of Parent (Mother) or Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent (Father) or Guardian

\_\_\_\_\_  
Date



## COVID-19 RELEASE AND WAIVER OF CLAIMS

The undersigned, in my capacity as parent or legal guardian, hereby acknowledge the health and dangers associated with the transmission of the COVID-19 virus, and other communicable diseases, and recognize that exposure to the COVID-19 virus, or other communicable diseases, could occur while my child is in the care of Carebear Preschool Inc.

As such, and in the consideration for childcare services to be provided by Carebear Preschool, the undersigned, for myself and my minor children enrolled in Carebear Preschool **fully assume all of the risks associated with attendance of Carebear Preschool, including the possibility of COVID-19 (or the novel coronavirus) community spread.**

**I, AS PARENT AND/OR LEGAL GUARDIAN, HAVE READ AND FULLY UNDERSTAND AND ACKNOWLEDGE THE CONTENTS OF THE RELEASE AND AGREE THAT I AM VOLUNTARILY WAIVING, RELEASING, INDEMNIFYING AND DISCHARGING CAREBEAR PRESCHOOL INC. AND ITS OWNER, DIRECTORS, AND EMPLOYEES FROM ANY AND ALL LIABILITY, DAMAGES, AND EACH AND EVERY ACTION (COLLECTIVELY, "CLAIMS") BY PARTICIPATION IN AND/OR ASSOCIATED WITH CAREBEAR PRESCHOOL INCLUDING, BUT NOT LIMITED TO EXPOSURE OR TRANSMISSION OF THE COVID-19 VIRUS.**

I represent that I have full authority to sign on behalf of my child(ren) and that my signature binds each other person having authority to make decisions on behalf of the child(ren).

**MY SIGNATURE BELOW IS CONFIRMATION THAT I HAVE READ AND FULLY UNDERSTAND AND ACKNOWLEDGE THE CONTENTS OF THE RELEASE AND AGREE THAT I AM VOLUNTARILY WAIVING, RELEASING, INDEMNIFYING, AND DISCHARGING CAREBEAR PRESCHOOL AND ITS OWNER, DIRECTORS, AND EMPLOYEES FROM THE CLAIMS.**

\_\_\_\_\_  
Parent Name

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

Child(ren) Name  
  
\_\_\_\_\_  
  
\_\_\_\_\_



Please provide proof of your child's medical insurance either by submitting a copy of your insurance card, or by filling out the form below.

**Proof of Medical Insurance**

**Child's Name:** \_\_\_\_\_ **DOB:** \_\_\_\_\_

**Primary Insurance:** \_\_\_\_\_ **Group Number:** \_\_\_\_\_

**Policy Number:** \_\_\_\_\_

**Policy Holder's Name:** \_\_\_\_\_

**Relationship to Child:** \_\_\_\_\_

## Recurring ACH Payment Authorization

You authorize regularly scheduled charges to your checking/savings account. You will be charged the amount indicated below each billing period. A receipt for each payment will be provided to you upon request and the charge will appear on your bank statement as an "ACH Debit". You agree that no prior notification will be provided unless the date or amount changes, in which case you will receive notice from us at least 10 days prior to the payment being collected on the 1<sup>st</sup> day of the month.

I \_\_\_\_\_ authorize Carebear Preschool Inc. to charge my  
(Full Name) (Merchant's Name)

bank account indicated below for \$ \_\_\_\_\_ on the 1st of  
(Amount \$) (day)  
each month.  
(week, month, etc.)

This payment is for Monthly Tuition ; One-time School Fee ; Summer Tuition.  
(Please encircle all that apply)

### Billing Information

Billing Address \_\_\_\_\_ Phone # \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Email \_\_\_\_\_

### Bank Details

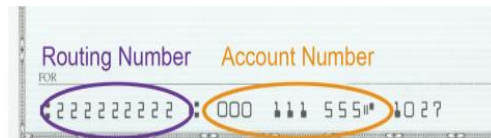
Checking  Savings

Account Name \_\_\_\_\_

Bank Name \_\_\_\_\_

Account Number \_\_\_\_\_

Routing Number \_\_\_\_\_



*I understand that this authorization will remain in effect until I cancel it in writing, and I agree to notify Carebear Preschool in writing of any changes in my account information or termination of this authorization at least 15 days prior to the next billing date. If the above noted payment dates fall on a weekend or holiday, I understand that the payments may be executed on the next business day. For ACH debits to my checking/savings account, I understand that because these are electronic transactions, these funds may be withdrawn from my account as soon as the above noted periodic transaction dates. In the case of an ACH Transaction being rejected for Non-Sufficient Funds (NSF) I understand that Carebear Preschool may at its discretion attempt to process the charge again within 30 days, and agree to an additional \$ 10.00 charge for each attempt returned NSF which will be initiated as a separate transaction from the authorized recurring payment. I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. I certify that I am an authorized user of this bank account and will not dispute these scheduled transactions with my bank; so long as the transactions correspond to the terms indicated in this authorization form.*

**SIGNATURE** \_\_\_\_\_  
(Account Holder's Signature)

**DATE** \_\_\_\_\_