



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>
1 & 2 Year Old:		
M-F	7:00-6:00	\$1,300.00
M-F	8:00-2:45	\$1,100.00
M-F	8:00-11:00	\$800.00
<small>*Partial week options available*</small>		
3 Year Old (Must be toilet trained)		
M-F	7:00-6:00	\$1,200.00
M-F	8:00-2:45	\$1,000.00
M-F	8:00-11:30	\$700.00
<small>*Partial week options available*</small>		
Pre-K (Must be 4 by August 31 st)		
M-F	7:00-6:00	\$1,200.00
M-F	8:00-2:45	\$1,000.00
M-F	8:00-11:30	\$700.00
Transitional Pre-K (Teacher Recommend Only)		
M-F	7:00-6:00	\$1,200.00
M-F	8:00-2:45	\$1,000.00

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 Alyson, Miss Carrie, or Miss Chantelle

Missalyson@carebearpreschool.com
Misschantelle@carebearpreschool.com

We will charge an additional 2.5% fee on credit card transactions.

Lunch Bunch

Half Day students may stay for lunch for an additional \$10 (1 hour). Please let the front office know in advance.

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

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: _____

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 1st of each month, beginning July 2023 and continuing through May 1st 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 5th** 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 1st 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: _____



<p>For Office Use</p> <p>Date of First Class: _____</p> <p><input type="checkbox"/> Note to Accounting Dept.: _____</p>	<p>Registration Fee: _____ Supply Fee: _____</p> <p><input type="checkbox"/> Mark box & indicate waived school fee: _____</p> <p>Tuition Fee: _____</p> <p><input type="checkbox"/> Mark this box to prorate</p> <p>Summer Registration Fee: _____</p> <p>Summer Tuition Fee: _____</p>
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PAYMENT AUTHORIZATION FORM

<p>Students Name/s: _____</p> <p>_____</p>	<p>Class/es: _____</p> <p>_____</p>
<p>Name of Account Holder: _____</p>	<p>Parents Email: _____</p>
<p>Address: _____</p>	
<p>City: _____ State: _____ Zip: _____</p>	<p>Phone: _____</p>
<p>Bank Name: _____</p> <p>Type of Account:</p> <ul style="list-style-type: none"> • Personal Checking <input type="checkbox"/> Personal Savings • Business Checking <input type="checkbox"/> Business Savings 	<p>Routing No: _____</p> <p>Account No: _____</p>
<p>Frequent of Payment: Monthly on 28th</p>	<p>Amount of Ongoing payment: _____</p>
<p>Agreement:</p> <p>I (we) authorize Carebear Preschool Inc. to process debit entries to my account. I understand that this authority will remain in effect until I provide notification to terminate the authorization one month in advance, before the next draft date in writing. I understand that I am responsible for a check return fee of \$15 for any reason for each occurrence, in addition to the regular fees due.</p> <p>Authorized Signature: _____ Date: _____</p>	
<p>Monthly Tuition:</p> <p>The monthly tuition fee is due every 28th of the month. All notice of vacation/ discontinuation should be communicated to the school admin at least one month in advance.</p> <ul style="list-style-type: none"> • Miss Alyson : missalyson@carebearpreschool.com • Miss Carrie: misscarrie@carebearpreschool.com • Accounting: accounting@carebearpreschool.com <p>School Phone: (480) 802-0058</p> <p>Address: 244 W. Chandler Heights Rd., Chandler, AZ 85248</p>	



STUDENT NAME: _____

Credit Card Authorization Form

I, the undersigned cardholder, authorize the merchant known as **Carebear Preschool Inc.** to charge my credit card for the monthly tuition, including the 2.5% processing fee on the 28th of the month. I agree that my information may be saved by the merchant for future recurring payments and understand that this can be revoked or terminated at least 15 days prior to the next billing date.

Credit Card Details

American Express Discover MasterCard Visa OTHER

Cardholder Name: _____

Credit Card Number: _____

Security Code: _____

Expiration Date: _____

Billing Address: _____ City: _____ Zip: _____

Email Receipt to: _____

Please Note: We will charge an additional \$15.00 NSF fee to any bounced or declined payment.

SIGNATURE _____

DATE _____

(Account Holder's Signature)