

# The Naturally Inspired Child

Child's Full Name _____	DOB _____
Address _____	Email: _____
	Phone Number _____

I am Applying for:	Payment Plan:		
	9 Months	12 Months	Semesterly
	(Sept-May)	(June-May)	1% Discount (Sept 1 & Jan 1)
<input type="radio"/> <b>5 Day Preschool: Monday-Friday 8:30-11:45</b>	<b>\$340</b>	<b>\$255</b>	<b>\$1515</b>
<input type="radio"/> <b>Early Registration Discount (by 5/31/14)</b>	<b>\$320</b>	<b>\$240</b>	<b>\$1425</b>
<b>Add the following:</b>			
<input type="radio"/> <b>Lunch 11:45-12:45</b>			
<input type="radio"/> <b>1 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$12	\$11	\$53
<input type="radio"/> <b>2 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$24	\$22	\$107
<input type="radio"/> <b>3 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$36	\$32	\$160
<input type="radio"/> <b>4 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$48	\$43	\$214
<input type="radio"/> <b>5 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$60	\$54	\$267
<input type="radio"/> <b>Varies, I need _____ day(s) per week @ \$4 per day</b>	\$ _____	\$ _____	\$ _____
"Drop in" lunch (providing space is available) is \$5 per day			
<input type="radio"/> <b>Enrichment 12:45-3:45</b>			
<input type="radio"/> <b>1 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$36	\$32	\$160
<input type="radio"/> <b>2 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$72	\$65	\$321
<input type="radio"/> <b>3 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$108	\$97	\$481
<input type="radio"/> <b>4 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$144	\$130	\$642
<input type="radio"/> <b>5 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$180	\$162	\$802
<input type="radio"/> <b>Varies, I need _____ day(s) per week @ \$12 per day</b>	\$ _____	\$ _____	\$ _____
"Drop in" enrichment (providing space is available) is \$15 per day			
<input type="radio"/> <b>Before School Care 7:30-8:30 (\$2.00 per day)</b>			
<input type="radio"/> <b>1 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$8	\$6	\$36
<input type="radio"/> <b>2 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$16	\$12	\$54
<input type="radio"/> <b>3 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$24	\$18	\$71
<input type="radio"/> <b>4 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$32	\$24	\$143
<input type="radio"/> <b>5 day</b> ___ Mon ___ Tue ___ Wed ___ Thu ___ Fri	\$40	\$30	\$178
<input type="radio"/> <b>Varies, I need _____ days per week @ \$2.50 per day</b>	\$ _____	\$ _____	\$ _____
"Drop in" early care is available at the rate of 1.50 per 15 minute increment			
<input type="radio"/> <b>Extra-Curricular Classes: Tue, Wed, Thu 4:00-4:45</b>			
<input type="radio"/> <b>Tue: Art &amp; Science</b>	\$25	\$18.75	\$111
<input type="radio"/> <b>Wed: Cooking</b>	\$25	\$18.75	\$111
<input type="radio"/> <b>Thurs: Music &amp; Movement</b>	\$25	\$18.75	\$111

**Registration is not complete and space reserved for your child until the following are received:**

Enrollment Form   
  \$50 Application fee   
  \$50 Supply Fee   
  \$ \_\_\_\_\_ Deposit

**For Office Use Only :**

Date registration complete:    /    /    Amount Paid/Check # \$    .    #    Monthly Tuition: \$    Waitlist

# Contract Agreement

**1. Enrollment:** I/we hereby enroll my/our child for the **2014/2015** school year at The Naturally Inspired Child Preschool, under the terms of the payment schedule chosen by the parent(s) on page 1. We always accept applications. If there are no openings, submit non-refundable registration fee along with this registration form and your name will be placed on waiting list.

**2. Withdrawal Policy:** Because our budget is planned around your child's enrollment agreement and our excellent student to teacher ratios, enrollment at The Naturally Inspired Child is based on a 9 month September-May calendar. Therefore, tuition payments are expected for the duration of the school year and any payments that have been received will not be refunded because of withdrawal **unless moving outside of the Black Hills area**. If seeking withdrawal, requests must be made in writing and a 30 days' notice and prorated payment is required upon your child's withdrawal from the program. Although we will actively seek candidates for your child's placement, if no one is found, you are still legally bound to honor the terms of this contract. If there is a child on the waiting list, we reserve the right to withdraw your child's enrollment at any time within the 30 days and refund any tuition payments made by you at a prorated rate. **NOTE: Exemption from payment and/or refunds only apply if we are able to fill your child's placement.** Extra-curricular classes have a different withdrawal policy, please refer to our handbook. The preschool reserves the right, in its opinion and in the best interests of the child or school, to withdraw the child's enrollment at any time, forfeiting the deposit and prorating any payments that have been made.

**3. Registration Fee:** A one-time, non-refundable registration fee of **\$50** must accompany this contract in order to reserve a place for your child.

**4. Deposit:** One month's tuition must accompany this contract to reserve a place for your child and will be applied to May 2015's tuition. Deposit is non-refundable if enrollment is withdrawn after July 15, 2014.

**5. Supply Fee:** A \$50 non-refundable supply fee is due at time of enrollment to cover the costs of art materials. In addition, you may be asked to provide your child with a few items that will be returned to you at the end of the year.

**6. Payment:** Monthly payment must be received by the 1<sup>st</sup> of each month. 12 month payment schedule is June 1<sup>st</sup>, 2014-April 1<sup>st</sup>, 2015. 9 month schedule is September 1<sup>st</sup>, 2014- April 1<sup>st</sup>, 2015. May 2015's tuition payment is your deposit and is due at time of enrollment. If payment is not received by 3:45 on the 1<sup>st</sup> of each month, a \$20 late fee will be applied to next month's tuition. Semester payments are due September 1, 2014 and January 1, 2015 and will also accrue a late charge of \$20. After ten calendar days of non-payment the preschool reserves the right to withdraw your child's enrollment and keep your deposit. A \$30 fee will be assessed for all returned checks.

**7. Arrival and Departure:** Punctuality is appreciated and expected. Unless enrolled in before school care, students should arrive no earlier than 8:30 and no later than 8:45. For 5 day preschool students, pick up should be no earlier than 11:30 and no later than 11:45 unless enrolled in lunch in which case lunch pick up should be between 12:30 and 12:45. Unless enrolled in that day's extra-curricular class, enrichment students should be picked up no later than 3:45 to avoid a \$1 per minute "overtime charge." If not enrolled in the before school care, a \$1.50 charge per 15 minutes rounded up, will be assessed for any arrival before 8:30. Before school care opens at 7:30. Arrival before 7:30 is subject to a \$1 per minute "overtime" charge according to the clock of the Naturally Inspired Child.

**8. Attendance:** The preschool year runs from **September 2<sup>nd</sup>, 2014 - May 22, 2015**. The preschool will be closed on the following dates:

<b>NA Day: Mon, Oct 13</b>	<b>Veteran's Day: Tue, Nov 11</b>	
<b>Thanksgiving: Wed-Fri, Nov 26-28</b>	<b>Christmas: Mon -Fri, Dec 22-Jan 2</b>	<b>MLK: Mon, Jan 19</b>
<b>President's Day: Mon, Feb 16</b>	<b>Spring Break: Fri-Mon, April 3-6</b>	
<b>Conferences: Tue, Oct 28th and Tue April 28th</b>		

The preschool will close at 11:45 the last Monday of each month for classroom and staff planning. The early closures will be:

<b>Sept 29<sup>th</sup></b>	<b>Oct 27<sup>th</sup></b>	<b>Nov 24<sup>th</sup></b>	<b>Dec 15<sup>th</sup></b>	<b>Jan 26<sup>th</sup></b>	<b>Feb 23rd</b>	<b>Mar 30<sup>th</sup></b>	<b>Apr 27<sup>th</sup></b>
				<b>May 18th</b>			

In addition, the preschool will be closed for 2 professional development days, announced with at least 30 days' notice. A substitute teacher will be sought for all personal illnesses and absences, but in the event of no sub being found, 3 sick or personal days are allotted for the teacher per calendar year in which the preschool may be closed. The preschool may also close for contagious disease outbreak.

**9. Inclement Weather:** The preschool will follow RCAS school closure policy regarding weather. If schools are delayed there will be no morning preschool but enrichment will open at 10:30 (early care at 9:30). If schools close early there will be no enrichment and we will close at 12:45.

**10. Illness and Absences:** For the health and safety of all children, families, and teachers, we cannot accept children and/or will call a parent to pick a child up if they exhibit any of the following symptoms: Fever of greater than 99.9, runny nose with excessive drainage, questionable rashes, excessive coughing, diarrhea or vomiting, impetigo, chicken pox, measles mumps or rubella, conjunctivitis, or extreme lethargy. Children must be symptom free for 24 hours before returning to preschool. No credit or refunds will be given for absences.

I/we, \_\_\_\_\_, the parents of \_\_\_\_\_, have read and agreed to the policies and terms of this contract. In addition I/we have read and understood the policies in the handbook.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Megan Handshue, Naturally Inspired Child

\_\_\_\_\_  
Date

Child's Full Name \_\_\_\_\_

DOB \_\_\_\_\_

Father's Name \_\_\_\_\_

Cell # \_\_\_\_\_

Address: \_\_\_\_\_

Email \_\_\_\_\_

Employer \_\_\_\_\_

Work # \_\_\_\_\_

Work Schedule \_\_\_\_\_

Any talents or skills \_\_\_\_\_

\_\_\_\_\_

Hopes/dreams/goals for your child: \_\_\_\_\_

\_\_\_\_\_

Mother's Name \_\_\_\_\_

Cell # \_\_\_\_\_

Address: \_\_\_\_\_

Email \_\_\_\_\_

Employer \_\_\_\_\_

Work # \_\_\_\_\_

Work Schedule \_\_\_\_\_

Any talents or skills \_\_\_\_\_

\_\_\_\_\_

Hopes/dreams/goals for your child: \_\_\_\_\_

\_\_\_\_\_

Doctor's Name and Phone # \_\_\_\_\_

How would you prefer means of communication and announcements (circle one):    Text            Email            Phone

Are parents (circle one): Married    Separated    Divorced    Never Married    Other \_\_\_\_\_

Is either parent: Deceased? \_\_\_\_\_    Remarried? \_\_\_\_\_    Custody Arrangements? \_\_\_\_\_

Is anyone restricted from seeing the child(ren)? If so, please list:

\_\_\_\_\_

People authorized to pick up your child(ren). Only these people may pick up your child unless prior arrangements are made.

- 1. \_\_\_\_\_ # \_\_\_\_\_
- 2. \_\_\_\_\_ # \_\_\_\_\_
- 3. \_\_\_\_\_ # \_\_\_\_\_

**Emergency Contact (Other than parents):**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relation to child: \_\_\_\_\_

**Emergency Medical Care Authorization**

I, hereby give permission for emergency treatment for \_\_\_\_\_ if requested by \_\_\_\_\_ who is our child care provider. Please note that my child is allergic to the following medications:

\_\_\_\_\_

It is also important to note that my child has the following special medical conditions: \_\_\_\_\_

\_\_\_\_\_

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

Date \_\_\_\_\_

## Child's Biography

Today's Date \_\_\_\_\_

Child's Full Name \_\_\_\_\_

DOB \_\_\_\_\_

How did you hear about The Naturally Inspired Child? \_\_\_\_\_

Why do you want to enroll your child here? \_\_\_\_\_

Has your child attended any previous schools or daycares? If yes, where? \_\_\_\_\_

Does your child have any medical conditions, allergies, or is under a physician's care for anything unusual? \_\_\_\_\_

Names/ages of any siblings \_\_\_\_\_

Describe their relationship and play \_\_\_\_\_

Does anyone in the family have any special medical conditions? \_\_\_\_\_

At what age did your child crawl? \_\_\_\_\_ Walk? \_\_\_\_\_ Speak? \_\_\_\_\_

Are there any obvious sounds your child does not articulate? (such as R, Y, D?) \_\_\_\_\_

Are you concerned about your child's speech or other areas of development? \_\_\_\_\_

Potty trained? \_\_\_\_\_ If yes when? \_\_\_\_\_ If no, any plans in the near future? \_\_\_\_\_

Any special words or signals to communicate bathroom needs? \_\_\_\_\_

Does your child suck thumb or fingers? \_\_\_\_\_ Do they have any other habits (bite nails, twist hair, etc...) and under what circumstances do they do these? \_\_\_\_\_

What fears does your child have? \_\_\_\_\_

What time does your child awake in the morning on weekdays? \_\_\_\_\_ Weekends? \_\_\_\_\_

How do they awaken? (dreamy, irritable, cheery, etc?) \_\_\_\_\_

How is your child at putting on their pants? \_\_\_\_\_ shirts? \_\_\_\_\_ socks? \_\_\_\_\_ shoes? \_\_\_\_\_  
coat? \_\_\_\_\_ underwear/pull-up? \_\_\_\_\_

Does your child dress himself (not choose clothes but put them on) or do you do it for him? \_\_\_\_\_

Does child eat breakfast? \_\_\_\_\_ Lunch? \_\_\_\_\_ Dinner? \_\_\_\_\_

Does your child or your family follow any special diet? \_\_\_\_\_

What foods does your child usually eat? \_\_\_\_\_

How would you describe your mornings? (calm, hectic, full of power struggles, structured, etc) \_\_\_\_\_

How would you describe your evenings? \_\_\_\_\_

What time does your child usually go to bed on weekdays? \_\_\_\_\_ Weekends? \_\_\_\_\_

What, if any, is bedtime ritual? \_\_\_\_\_

Does your child fall asleep easily? \_\_\_\_\_ Do they sleep through the night and in own bed? \_\_\_\_\_

Does your child take naps? \_\_\_\_\_ If so what time? \_\_\_\_\_ For how long? \_\_\_\_\_

Any objects or alterations in environment to help sleep? (comfort item, white noise, silence, etc) \_\_\_\_\_

What are your normal weekend activities? \_\_\_\_\_

Is your child enrolled in any extracurricular activities? (swimming, ballet, etc) \_\_\_\_\_

How successful are you at providing rhythm and routine in your child's life? \_\_\_\_\_

How would you describe your child's personality? \_\_\_\_\_

What would you say your strengths and weaknesses as your child's parent are? (considering their personality)

Strengths \_\_\_\_\_

Weaknesses \_\_\_\_\_

Any languages besides English spoken in the home? \_\_\_\_\_

If from another culture or environment, describe home life or attitudes that may be different or unique and any special holidays you celebrate

How much of a role does religion/spirituality/church play in your home and in your child's life? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What activities does your family do together that your child enjoys? \_\_\_\_\_  
\_\_\_\_\_

Does your child prefer to play alone or with peers? \_\_\_\_\_ Describe play \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What kinds of play and toys does your child enjoy the most? \_\_\_\_\_  
\_\_\_\_\_

Least? \_\_\_\_\_

What role do guns and/or weapons play in household? \_\_\_\_\_  
\_\_\_\_\_

What are your child's biggest areas of interest? (animals, trucks, how things work, art) \_\_\_\_\_  
\_\_\_\_\_

What role do gender stereotypes play in your home? ("Tough" boys or "Princess" girls) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What role does TV/movies play in family's life? \_\_\_\_\_  
\_\_\_\_\_

What kinds of shows or movies does child watch? \_\_\_\_\_  
\_\_\_\_\_

What role do commercialized characters/products play in your child's life? \_\_\_\_\_  
\_\_\_\_\_

What kind of music does family/child listen to? \_\_\_\_\_  
\_\_\_\_\_

Anything else you wish to include in your child's biography that will be helpful for me to understand? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_