



Registration form

Pre-school

For office use only	
Student ID No. _____	Photo

Please read our TERMS AND CONDITIONS before completing this form.

Child's information

Child's full name : _____

Preferred name : _____

Gender Male Female

Date of birth : _____

Nationality/ Race : _____

Religion : _____

First language : _____

Correspondence address _____

City Country

Course information

Full-time Part-time

Previous learning information/ experience

Have your child attended school before? Yes No

If yes, complete the following (please be specific)

Duration : _____

Academic year : _____ School/ Centre : _____

Class teacher : _____

Contact No. : _____ E-mail : _____

How did you hear about Nurture?

Friend Newspaper Journal TV Channel

Radio FM Flyer Website Others

Name(s) : _____

Medical and welfare

The following section MUST be completed and FULL details provided in order to ensure your child receives all necessary care/ medication if needed.

	YES	NO
1) Has your child ever suffered from a serious medical condition? Details : _____	<input type="checkbox"/>	<input type="checkbox"/>
2) Has your child had a serious illness/condition/surgery within the last 12 months? Details : _____	<input type="checkbox"/>	<input type="checkbox"/>
3) Does your child have any psychological/physical/development difficulties? Details : _____	<input type="checkbox"/>	<input type="checkbox"/>
4) Does your child suffer from asthma or a cardia condition? Details : _____	<input type="checkbox"/>	<input type="checkbox"/>
5) Has your child had a tetanus vaccination? Details : _____	<input type="checkbox"/>	<input type="checkbox"/>
6) Is your child undergoing a course of medical treatment? Details : _____	<input type="checkbox"/>	<input type="checkbox"/>
7) Does your child have any allergies or is there any food they cannot eat? Details : _____	<input type="checkbox"/>	<input type="checkbox"/>
8) Will your child bring any medicines with them? Details : _____	<input type="checkbox"/>	<input type="checkbox"/>

If yes, the following information MUST be provided separately: medical condition, name of medication, dosage, time and frequency of treatment, doctor's prescription.

9) Do your consent to your child being non-prescription medication?

Details : _____

10. Is there any information that Nurture should be aware of?

Details : _____

Incomplete information will not be accepted.

Parent / guardian information

Father's name : _____

Business/ Occupation : _____

Position : _____

Place of employment : _____

Tel(Home/Business): _____

Mobile : _____

Fax : _____

E-mail : _____

Mother's name : _____

Business/ Occupation : _____

Position : _____

Place of employment : _____

Tel(Home/Business): _____

Mobile : _____

Fax : _____

E-mail : _____

Emergency contact name: _____

Emergency contact number: _____

Other authorized guardian (uncle/ aunt)

Name(s) : _____

NRC No. : _____

Contact No. : _____

Parent/ guardian authorisation

The following section MUST be completed. Bookings cannot be accepted without authorisation.

- * All of the information supplied is correct.
- * I accept Nurture's terms and conditions for Pre-school.
- * I accept Nurture's course rules for Pre-school.
- * I give permission for my child to participate in all activities.
- * I authorise Nurture to look after my child's welfare while he/she is on the course(s) and authorise qualified staff to safely administer any medications that my child brings to the course(s), as per the prescription provided.
- * I give my consent for a doctor to give any medical treatment considered necessary and authorise the administration of an anaesthetic and operator if I cannot be contacted in an emergency.

Signature : _____

Date : _____

Occasionally we photograph or film activity at our centres. These photos/ film footage are used for promotional purpose. If you do not wish your child to be photographed / filmed please tick here.

Occasionally we will send information about promotions or services that may be relevant to you. If you do not wish to receive this information please tick here.

FINANCIAL POLICIES

MONTH OF TUITION

- 1) June Tuition
- 2) July Tuition
- 3) August Tuition
- 4) September Tuition
- 5) October Tuition
- 6) November Tuition
- 7) December Tuition
- 8) January Tuition
- 9) February Tuition
- 10) March Tuition
- 11) April Tuition
- 12) May Tuition

TUITION PAYMENT DEADLINE

June 1, 2015
July 1, 2015
August 1, 2015
September 1, 2015
October 1, 2015
November 1, 2015
December 1, 2015
January 1, 2016
February 1, 2016
March 1, 2016
April 1, 2016
May 1, 2016

All payments are due on the first (1st) day of the month. Nurture Preschool grants families a seven (7) day grace period. After the seventh (7th) day of the month, the following late fees will apply:

On tuition fees

Payment between the 7th – 15th day of the month – 10000 kyats late fee applies

Payment between the 16th – end of the month - 20000 kyats late fee applies

Late fees will continue to accrue until payments are received and the account is made current.

There will be no financial credits due to illness, inclement weather, travel, or any other reason. If your child will be absent for an extended period of time, you are responsible for paying all monies due in order to retain his/her placement in our program. Failure to do so will result in forfeiture of your child's spot.

By signing below, I have read and agree to all abide by the financial policies as set forth above.

Signature of Parent _____ Date _____

STATIONERY POLICY

Parents must take responsibility to buy and provide all necessary stationeries for the child. School will provide only teaching aids and materials such as flash card, white board, worksheet, etc...

LEAVE POLICY

If you wish to take a leave due to illness, inclement weather, travel, or any other reason, you must call or write notice letter to school within 24 hours. More than 3 days absentee will be considered you have resigned your child from our school.

FERRY POLICY

Student's parents and /or guardian must take responsibility to get ready their child before the arrival of the school bus. If the student needs no school bus due to illness, inclement weather, travel, or any other reason, prior information must be made to school. The school ferry will not wait unready child for anyhow.

PICK-UP POLICY

Only authorized person(uncle/ aunt) will be allowed to pick up the child. Late pick-up should be informed in advance.

JEWELLERY POLICIES

Students are not allowed to wear any kinds of precious jewellery for any reasons or purposes. School will take no responsibility for any losses by any mean.

PROCEDURES FOR MEDICAL EMERGENCIES

In case of a severe illness or injury, the class teacher or a member of the Preschool Office Staff will first call the Yangon Emergency Medical Squad (911). The parents will be called to make them aware of the emergency. If the parents or emergency contact person(s) are unavailable, the class teacher or a Preschool Office Staff member will follow the emergency vehicle to the hospital.

All minor injuries will be handled in house. If a minor illness occurs, the parents (guardian) or emergency contact person will be contacted immediately. The child will remain in the schools office or the classroom until dismissal or until a parent or emergency contact has arrived. If a call is placed for a parent to pick up a child due to illness, you must arrange for the child to be picked up within 30 minutes.

WAIVER OF LIABILITY

It is mutually understood that in the event of an accident or illness involving my child while in the care of Nurture Preschool, the staff shall use their best efforts to contact me. In the event I am not immediately available, the staff is authorized to secure such medical care as the situation may reasonably warrant.

It is agreed that where the school has acted in good faith to secure appropriate treatment following an accident or illness involving my child, any and all liability as might exist, is expressly waived by me, the parent or guardian.

Signature of Parent _____ Date _____

SCHOOL READYNESS

All students in Threes, Fours, and Young Fives classes must be completely toilet-trained and able to independently use the restroom when Preschool begins. Each child should be wearing underwear, not Pull-Ups or diapers, at school. For the purposes of clarification, our definition of fully toilet-trained is the child's recognition of the need to use the restroom; is able to inform an adult of the need to go; enters the restroom on their own; removes necessary clothing with little or no assistance; sits or stands at the commode and handles own hygiene; re-dresses; washes hands and rejoins the class.

Any class that does not meet minimum enrollment requirements following registration is subject to cancellation.

By signing below, I agree to abide by all policies and procedures, as well as periodic revisions to the policies and procedures as set forth by Nurture Preschool in its **PARENT HANDBOOK, TERMS AND CONDITIONS** as well as through other means of communication.

Signature of Parent _____ Date _____