

PLEASE CAREFULLY READ THE FOLLOWING DIRECTIONS:

1. If you are registering more than 1 child, please print **separate** registration forms for each child. There are also pre-printed copies outside of the Day School door. At this time, **register any new babies or siblings** not currently enrolled in the Day School.
2. Please print legibly in ink.
3. **Complete all information.** This registration form will be considered the most current information and corrections to the current information on file will be made accordingly.
4. List the **2 BEST daytime emails.** This is where all statements will be sent and all emergency notifications.
5. The yearly DHR exempt affidavits can be notarized by Bari Walton or any other notary. *Enclose one per family.*
6. Enclose a **NON-REFUNDABLE Registration Fee, per child** with your registration forms. Registration fees listed below have been figured on the cost of the May 2021 tuition plus \$50. The tuition portion of the registration fee will be credited in May 2021 assuming your child is still enrolled May 2021.

Date your checks for March 1st. Checks will be deposited after March 1st.

THE NON-REFUNDABLE REGISTRATION FEES ARE LISTED BELOW:

Nursery 1-3	T/TH \$300	MWF \$360	M-F \$460	Born during/after Mar. 2020-Aug. 2020
Nursery 4	T/TH \$275	MWF \$305	M-F \$415	Birth date Sept. 2018-February 2019
2K		MWF \$285	M-F \$385	Age 2 as of September 1, 2020
3K		MWF \$275	M-F \$365	Age 3 as of September 1, 2020
4K		MWF \$265	M-F \$350	Age 4 as of September 1, 2020

****If you are a registered member of Homewood Church of Christ, you receive a 10% discount on monthly tuition. You can contact the Day School office for the adjusted registration fee.**

7. Place the registration fee check and registration form in an envelope marked "Registration".
8. **Registration forms with payment must be returned to the office by Monday morning, January 27th. We will immediately begin filling spots from our waiting lists.**

Do not return in your child's backpack!

Director-Kelly Davis

Assistant Director- Bari Walton

DAY SCHOOL HOURS: N1-4K, 9:00 a.m. until 1:00 p.m.EXTENDED CARE HOURS: N1 to 4K, 7- 9:00 a.m. and 1- 5 p.m.MONTHLY TUITION:

	<u>T/TH</u>	<u>MWF</u>	<u>M-F</u>
Nursery 1 born during/after March, 2020-August 2020	\$250	\$310	\$410
Nursery 2 born September 2019-February 2020	\$250	\$310	\$410
Nursery 3 born March 2019-August 2019	\$250	\$310	\$410
Nursery 4 born September 2018 to February 2019	\$225	\$255	\$365
2K Age 2 as of September 1, 2020	NA	\$235	\$335
3K Age 3 as of September 1, 2020	NA	\$225	\$315
4K Age 4 as of September 1, 2020	NA	\$215	\$300

The monthly tuition fee is figured on a year's total tuition divided by 10 monthly payments.

All payments are due by the 10th of each month. Monthly billing will consist of tuition, any extended care/lunch charges for the previous month and activity fees. Your teacher will notify you when to expect special activity/field trip fees. A \$25 late tuition fees will be assessed beginning the first day after payment is due with an additional \$25 fee every 5 business days.

***Exception-In May any previous charges and any anticipated charges such as lunch and/or extended care must be pre-paid by the 10th. ***

No reduced rates will be given for illness, vacation, holidays, inclement weather, or early withdrawal from the program. Monthly tuition is non-refundable. There will be no makeup days. Tuition and fees will accrue until a 30 day written notification for withdrawal is submitted and the 30 day period is satisfied.

NON-REFUNDABLE REGISTRATION FEE: The fee consists of \$50.00 per child and the May 2021 tuition. If your child is still enrolled in May 2021, you will be credited for the May tuition portion of the registration fee in May 2021. **Nursery 1 enrollment** requires tuition to be paid beginning in August regardless of when the infant begins during the year. Once your child has registered, any schedule changes initiated by the parents on the days attending will be assessed a \$25 schedule fee change. *****Classes will be offered contingent on enrollment. *****

The Day School reserves the right to de-enroll any child whose social, physical, or emotional needs are beyond the resources and training of our current staff.

Nursery 1-3	T/TH \$300	MWF \$360	M-F \$460	Born during/after Mar.2020-Aug. 2020
Nursery 4	T/TH \$275	MWF \$305	M-F \$415	Birthdate Sept. 2018-February 2019
2K		MWF \$285	M-F \$385	Age 2 as of September 1, 2020
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EXTENDED CARE PRICING: \$4.50 an hour, for any portion of an hour used. The Day School closes promptly at 5:00 p.m. As stated in the Parent Policy Handbook, a late pickup fee will be charged beginning at 5:01.

SUPPLY FEES: Due in August and in January. Supply fees cover consumable and non-consumable items appropriate for each age level. This does not include field trips or special activities.

Nursery 1-4	\$70
2K	\$70
3K	\$70
4K	\$75

4K FIELD TRIP and T-SHIRTS: Each child in the 4K MAY BE required to pre-pay field trips and purchase a field trip t-shirt. These charges will appear on the August bill.

OFFICE USE-Cash/Check#: _____ Amount PD _____ # of children per family registering: _____

REGISTRATION FEES ARE NON-REFUNDABLE

2020-2021 HOMEWOOD DAY SCHOOL REGISTRATION

OFFICE USE-AGE GROUP: _____ **TEACHER:** _____

Child's Preferred Name: _____ Birthdate: _____

Race: _____ Male: _____ Female: _____

Name of person responsible for bill payment: _____

Primary contact: _____ Relationship: _____

Address _____ City: _____ Zip: _____

Best Phone (_____) _____ Work (_____) _____

E-mail address: _____

Place of Employment/Occupation: _____

Secondary contact: _____ Relationship: _____

Address _____ City: _____ Zip: _____

Best Phone (_____) _____ Work (_____) _____

E-mail address: _____

Place of Employment/Occupation: _____

Child lives with: both parents ___ mother ___ father ___ legal guardian___.

Requested Enrollment Days: ___ Mon-Fri
___ Mon-Wed-Fri
___ Tues-Thurs (**Option only for Nursery 1-4**)

Nursery 1 Enrollment: In which month will your child begin attending? _____

****A \$25 fee will be assessed if child's days attending is changed per parent request after the initial registration.**

I plan to use Extended Care: (this is just a general idea for staffing purposes, no commitment).

Mornings: _____ Afternoons: _____

In Case of Emergency Call: List by priority, the best contact and phone number.

(Example: Contact #1-Mom, #2- Dad, #3- Grandparent, etc.

1. Name: _____ Phone: _____ Relationship: _____

2. Name: _____ Phone: _____ Relationship: _____

3. Name: _____ Phone: _____ Relationship: _____

4. Name: _____ Phone: _____ Relationship: _____

Additional people (other than emergency contacts listed above) who may pick up my child:

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

Name: _____ Phone: _____ Relationship: _____

- Has child been in a caregiver/daycare/preschool setting before? ____Yes ____ No
- Where? _____ Dates: _____

Reason for withdrawal? _____

- Why did you choose the Homewood Day School? You may check more than one answer.

Returning Student ____ Internet ____ Location ____ Member HCOC ____

Parent Referral ____ By whom? _____

- Is there anything special we need to know about your child? (Nicknames, unusual fears, etc.):

- Does your child receive outside services such as speech or physical therapy? No ____ Yes ____
How often? _____ Where? _____

- The primary language spoken in your home: English ____ Spanish ____ Other _____

- Is your child potty-trained (3K-4K)? Yes ____ No ____ **must be potty trained by January 2021*

- For our database, where do you worship? _____ NA _____

As a ministry of the Homewood Church of Christ, we are here to teach and show God's love to your precious children. Please know we welcome you and your family to the Homewood Church of Christ.

Health Information

Medical Conditions: NA: ____ Yes: _____

Treatment: _____

Allergies: NA: ____ FOOD: _____ OTHER: _____

Mild__ Moderate__ Severe__ Treatment: _____

Does your child carry an Epi-pen? No ____ Yes ____

We must have a Medicine Release or Emergency Medicine Release form on file if your child requires medicine to be kept or administered at school.

PARENT CONTRACT

- I understand that I am responsible for any tuition and fees incurred while my child is enrolled at the Homewood Day School. If I withdraw my child, I will submit notification of withdrawal **in writing** 30 days prior to withdrawal. **I am responsible for all fees, tuition, and late fees until notification is submitted and the 30-day period is satisfied.** Registration fees, yearly DHR exemption affidavit and a current immunization form are due before my child may begin school.
- The Day School reserves the right to de-enroll any child whose social, physical, or emotional needs are beyond the resources and training of our current staff.
- **Emergency Authorization:** In order to meet all legal requirements, I hereby authorize the Director, Assistant Director or extended care coordinator of the Homewood Church of Christ Day School to give consent for any emergency medical care for my child while he/she is in custody of the Homewood Day School.
- **Scrapes and Cuts:** I give permission for my child to have antibiotic ointment applied to scrapes and cuts.
- **Insect Stings:** I give permission for my child to have anti-itch cream applied to insect stings.
- **Children in Diapers:** My child may have diaper rash ointment applied if needed.

Parent/Guardian Signature: _____

FORM OF AFFIDAVIT FOR PARENT/GUARDIAN 2020-21

State of Alabama

County of: Jefferson

Before me, a Notary Public in and for said State and County, appeared _____ and is known to me, after being duly sworn or affirmed, says as follows:

That affiant is the parent or legal guardian of the minor child/children _____ ; that affiant has been notified by Homewood Church of Christ Day School, that said church or school has filed notice and is exempt under law from regulation by the Department of Human Resources.

_____ Parent/Legal Guardian

Sworn, or affirmed to and subscribed before me this ____ day of _____, 2020.

_____ Notary Public

My commission expires_____.