



# TADPOLE VILLAGE PRESCHOOL at Frogbridge

## ENROLLMENT APPLICATION 2017-2018

**For Office Use Only:**

Date \_\_\_\_\_ Cash \_\_\_\_\_  
 Registration Fee Pd \_\_\_\_\_ Check # \_\_\_\_\_  
 Tuition (Amount Pd) \_\_\_\_\_

Child's Name \_\_\_\_\_ Male \_\_\_ Female \_\_\_ Child's Date of Birth \_\_\_\_\_  
 Address \_\_\_\_\_ Age September 2017 Years \_\_\_\_\_ Months \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 School District \_\_\_\_\_  
 Mother's Name \_\_\_\_\_ Email Address \_\_\_\_\_ @ \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_  
 Father's Name \_\_\_\_\_ Email Address \_\_\_\_\_ @ \_\_\_\_\_  
 Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_  
 Has your child attended school before? Y \_\_\_ N \_\_\_ If so, where \_\_\_\_\_  
 Health (Please indicate any significant health problems and/or allergies) \_\_\_\_\_  
 Food Allergies \_\_\_\_\_

**Please Choose a Session:**

	Days	Time	Monthly Tuition
<b>Mommy &amp; Me (18-30 months)</b>	<input type="checkbox"/> Tuesday AM (9/19-12/12)	9:45-11:00	\$325 (for the full session)
<b>2 ½ Year Olds</b>	2 Half Days Tues./Thurs. <input type="checkbox"/> AM <input type="checkbox"/> PM	9:30-12:00 12:30-3:00	\$280
	<input type="checkbox"/> 2 Full Days Tues./Thurs.	9:30-2:30	\$410
	3 Half Days M/W/F <input type="checkbox"/> AM <input type="checkbox"/> PM	9:30-12:00 12:30-3:00	\$335
	<input type="checkbox"/> 5 Full Days M/T/W/Th/F	9:30-2:30	\$610
<b>3 Year Olds</b>	2 Half Days Tues./Thurs. <input type="checkbox"/> AM <input type="checkbox"/> PM	9:30-12:00 12:30-3:00	\$270
	3 Half Days M/W/F <input type="checkbox"/> AM <input type="checkbox"/> PM	9:30-12:00 12:30-3:00	\$325
	<input type="checkbox"/> 3 Full Days M/W/F	9:30-2:30	\$460
	<input type="checkbox"/> 5 Full Days M/T/W/Th/F	9:30-2:30	\$600
<b>4 Year Olds</b>	<input type="checkbox"/> 3 Half Days M/W/F (AM Only)	9:30-12:00	\$330
	<input type="checkbox"/> 2 Full Days Tues./Thurs.	9:15-2:15	\$405
	<input type="checkbox"/> 3 Full Days M/W/F	9:15-2:15	\$465
	<input type="checkbox"/> 5 Full Days M/T/W/Th/F	9:15-2:15	\$605
<b>Kindergarten</b>	<input type="checkbox"/> 5 Full Days	9:15-2:45	\$640
<b>Kindergarten Enrichment</b>	<input type="checkbox"/> 2 Half Days	9:15-11:45 12:15-2:45	\$280
<b>Before Care</b>	M/T/W/Th/F	8:15-9:15 or 8:30-9:30 7:30-9:30	\$10 Per Day \$15 Per Day
<b>After Care</b>	M/T/W/Th/F	2:15-5:00	\$20 Per Day
<b>Before &amp; After Care Monthly Discounted Rates</b>	AM ONLY 8:15 Start		\$60
	AM ONLY 7:30 Start		\$85
	PM ONLY		\$110
	BOTH AM & PM 8:15 Start		\$145
	BOTH AM & PM 7:30 Start		\$170

- **Class Placement:** If possible, I would like my child placed with 1. \_\_\_\_\_ 2. \_\_\_\_\_  
 \*\*Please note that class placement requests must be reciprocal, are limited to two names and are not guaranteed. \*\*
- **REFUNDS:** Since the school may have to turn away students, no refunds will be made after April 1, 2017.  
 (ALL REGISTRATION FEES ARE NON-REFUNDABLE.) Tadpole Village Preschool reserves the right to cancel/modify a class/time depending on enrollment and will not be responsible for any changes due to circumstances beyond our control.
- **FAMILY DISCOUNTS:** There is a 5% discount for your second child.
- **PAYMENT SCHEDULE:** Payments are due no later than the first of every month. Late tuition will result in late fees. The tuition fees are paid monthly and are not representative of the number of school days in any one month period. The school year begins in September and ends in June.

**\*\*Please include: One month's tuition (which is applied to June 2018) and a \$50.00 non-refundable registration fee with this application.\*\***

**PLEASE MAKE ALL CHECKS PAYABLE TO: TADPOLE VILLAGE PRESCHOOL.**

\*\*Parent or Guardian Signature: \_\_\_\_\_ Date \_\_\_\_\_

**ENROLLMENT AGREEMENT 2017-2018**  
**\*\* (PLEASE READ AND SIGN BELOW.) \*\***

1. **Registration Fee:** The School's non-refundable registration fee of \$50 per child and a deposit of one month's tuition per child shall be paid annually. The deposit of one month's tuition will be applied to June 2018 and is refundable until April 1, 2017. This deposit guarantees a place for your child in the school. Please make all checks payable to "Tadpole Village Preschool."
2. **Fees:** Monthly tuition is due on or before the first of each month from September through May. A \$25 late fee shall be charged for any monthly tuition payments received after the fifth of the month. If monthly tuition fees (including any applicable late fees) are not received at the School by the 15<sup>th</sup> of the month, the child will not be readmitted to the School. Returned checks are subject to a \$35 service charge. No allowance will be made for any interruption during the school year due to illness, family vacation, transportation delays, weather related issues, external circumstances beyond our control, etc. Missed days cannot be made up or refunded. No reduction or allowance will be made for the late arrival or early withdrawal of a child. Funds cannot be transferred from one child to another. If you wish to withdraw your child, we require thirty days written notice. Tuition will still be due until the end of the thirty days.
3. **Discounts:** A second child in the same family attending Tadpole Village Preschool will receive a 5% discount on the lower of the two tuitions. All Tadpole Village students will receive a 10% discount to attend Frogbridge Day Camp.
4. **Inclement Weather:** The School will make reasonable efforts to open in inclement weather. However, the school may choose to close or have a delayed opening at the owner's discretion. Parents should call the School voice mail regarding closings or delays due to inclement weather. You may also check with News 12 New Jersey or log onto News12.com.
5. **Belongings:** All personal property belonging to the children such as coats, jackets, sweaters, book bags, lunchboxes, etc., should be marked clearly with the child's name. Tadpole Village Preschool is not responsible for the child's belongings while at school. Please refrain from bringing personal items of value to school.
6. No child will be permitted to leave the premises with anyone other than the parent unless I have written authorization. Those parents who may be car pooling must also submit written authorization. This information will remain in your child's file at the School.
7. A parent meeting will be held before School starts to acquaint you with the School and your child's teacher.
8. **Rules and Regulations:** The child ("Student") and parents ("Parent") agree to abide by all of the rules and regulations established by Tadpole Village Preschool and Frogbridge Day Camp, including, without limitations, those relating to enrollment and withdrawal of child and visitation.
9. **Dismissal Of Student:** The School reserves the right to dismiss, in its sole discretion, any child, whose condition, conduct, influence or behavior is deemed unsatisfactory or detrimental to the best interest of the School or his fellow classmates or who violates school rules and regulations, in which case absolutely no refunds will be given. This School also reserves the right to dismiss, in its sole discretion, any child, whose parent or guardian's condition, conduct, influence or behavior is deemed unsatisfactory or detrimental to the best interest of the School or their child's classmates, or who violates School rules and regulations, in which case **absolutely no refunds will be given.**
10. **Disputes:** All claims or disputes arising from or related to this Agreement shall be brought and maintained in the courts of Monmouth County and of the State of New Jersey, and Parent expressly submits to the jurisdiction of such courts. Any individual bringing legal action against School, which action is decided in favor of School will be responsible for all legal fees, court cost and out-of-pocket expenses of School, its owners and employees.
11. **Collection Costs:** If fees are not paid in full by Parent or Guardian or Student, Parent/Guardian shall be liable for all costs of collection, including attorney's fees. Bounced checks will result in a \$35 service charge.
12. **Health Policy:** Children may not attend school while ill. Children that become ill at school must be picked up immediately. (Refer to the health policy guidelines in the parent manual.) If the child will be absent, the absence will be reported to the School by 9a.m.
13. **Medical Care and Medical Form:** Medications of any kind will not be administered to children while in school. **The Universal Child Health Record (medical form) (state law), including proof of immunizations, must be completed by a physician and in the School office before August 1st, 2017, or your child(ren) may not begin school. No child may attend School without a completed medical form.** Parent grants School permission to utilize medical treatment (including dental and orthodontia) outside of School should the director or owner deem such treatment necessary for Student's well-being.
14. **Food Allergies:** The facility here at Frogbridge Day Camp and Tadpole Village Preschool is a multifunctional facility. After camp/school hours, the entire facility and property including the gymnasium are used for various activities such as baseball, soccer, picnics and birthday parties. Although the camp and preschool are considered to be nut aware, the other activities on the property are not. We are unable to guarantee that other children will not eat products containing nuts or nut allergens here at Frogbridge and Tadpole Village Preschool. However, during school/camp hours, no products containing nuts or nut allergens are permitted and we do make every effort to deter everyone from bringing products containing nuts and/or nut allergens to our facility.
15. **Images, etc.:** I/We grant permission to Tadpole Village Preschool for the usage of a photo/image/likeness/voice of my child and/or his/her work to be published on the school's public internet site, social media sites, newspapers, television, video, web-casts, magazines, online news outlets, and any other form of print/electronic media and/or print/electronic outlet.
16. **Walking Trips:** **I hereby give permission for my child to participate in walking trips on the grounds of Frogbridge/Tadpole Village Preschool. I understand that the walking route includes no safety hazards and that the walks will not involve entrance into any other buildings other than Tadpole Village Preschool and Harrison Square Garden (the gym).**
17. **Parent Manual:** I have read, received and agree to the terms in Tadpole Village Preschool's Parent Manual.
18. Special requests are honored if deemed in the best interest of the child, class and school and must be in writing. **All requests are subject to the Director's final approval.**
19. \* Fees, policies and schedules are subject to change at the discretion of Tadpole Village Preschool. The School will not be held responsible for any changes due to circumstances beyond our control. \*

**IN CASE OF AN EMERGENCY:** I understand that every effort will be made to contact the parents/guardians of the student. In the event, that I cannot be reached, I hereby give permission to the physician selected by the School Director and/or Owner to hospitalize, secure proper treatment for, and to order injection, anesthesia and/or surgery for my child, as named above. This form may be photocopied for use out of school.

The Parent/Guardian who signs this enrollment agreement represents that he/she has full authority to do so and verifies that he/she has read, understands and agrees to abide by all of the terms and conditions of enrollment outlined on both sides of this application/agreement.

\*\*\*\*Name of Student \_\_\_\_\_\*\*\*\*

\*\*\*\*Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_\*\*\*\*