



St. Bernard's Catholic Preschool
 Registration Form
 2020/2021

Please complete the form below to register for the 2020-2021 school year and include your annual \$100 non-refundable registration fee. Families enrolling more than one child will need to fill out a registration form and include an annual non-refundable registration fee for each child.

Please indicate the program and days you prefer:

Pre-Kindergarten Program (Age 4 by September 1st)

Full Day 8:30am – 2:15pm

Mon-Fri Mon/Wed/Fri Tues/Thurs

Extended Day 7am-8:30am/2:15pm-6pm

Mon-Fri Mon/Wed/Fri Tues/Thurs

Preschool Program (Age 3 by September 1st)

Full Day 7am – 6PM

Mon-Fri Mon/Wed/Fri Tues/Thurs

½ day Preschool Program 8:30am – 12 noon

Mon-Fri Mon/Wed/Fri Tues/Thurs

K-8 Extended Day Program

Before and After School Care 7am-8am/2:15-6pm/minimum days

Mon-Fri Mon/Wed/Fri Tues/Thurs

After School Care 2:15pm-6pm and minimum days

Mon-Fri Mon/Wed/Fri Tues/Thurs

Child's Name: _____

Age on September 1, 2020: _____ Birthday (mm/day/year): _____ Sex M__ F__

Home Address: _____

City: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____

Email: _____

Allergies or other important medical conditions (be specific):

God Bless,
 Karen Abelar
 Director

 Parent's Signature Date

 Director's Signature Date

To enroll: Fill out our registration form along with your \$100 non-refundable annual registration fee per student and return to St. Bernard's School. Once you submit your registration form and registration fee, we will contact you about our registration packet.

Multiple Child Discount: A 10% discount is applied for two or more siblings enrolled. Discount is applied to the lower tuition rate.

Tuition: Tuition is paid through FACTs tuition. Please complete your online registration as early as possible. Any tuition Refunds for families that leave during the school year will be at the discretion of the Director.

Hours: Monday through Friday, 7am until 6pm. No children will be allowed into the preschool before 7am. Failure to pick up your child by 6pm will result in a late charge at a rate of \$5 flat for the first five minutes and \$2 for each minute thereafter. Payment for late pick-up will be due immediately with payment submitted before the child returns to care.

Absences: If your child misses preschool because of a trip, illness, etc. full tuition fees still apply.

Withdrawals: Parents may withdraw a child from the program at any time. A 30-day written notice must be submitted to the center prior to removing your child from the program. Parents are required to pay tuition fees for the entire 30 days, even if your child does not attend.

Classroom Placement: St. Bernard's Catholic Preschool offers a preschool program (3-4 years) and pre-kindergarten program (4-5 years). Students must be 3 years of age by September 1st to enter into the preschool program. Students must be 4 years of age by September 1st to enter into the pre-kindergarten program. All students must be toilet trained before their first day of school.

Termination: The Director may recommend the transfer of student or parent: 1) the safety and security of the children and staff in our program is compromised by the student's attendance. 2) The needs of the student cannot be met by our program and/or the student will not benefit from continued attendance in our program. 3) Failure to meet the financial obligations of our program with which he or she accepted upon enrolling his/her child into the program. 4) A parent or guardian has been uncooperative with the preschool's staff, program policies, procedures, or state regulations.

Respectful Treatment: It is expected that children and parents will be treated respectfully and with dignity by St. Bernard's Catholic Preschool staff. It is also expected that center staff is treated respectfully and with dignity by parents and children.

In accordance with regulation #101200 (Inspection Authority of the Department) of the Manual of Policies and Procedures, Community Care Licensing Division, Child Care Center, Title 22, Division 12, Chapter 1 states the following:

"The Department has the authority to interview children or staff, and to inspect and audit child care center records, without prior consent. The licensee shall make provisions for private interviews with any child(ren) or staff member; and for the examination of all records relating to the operation of the child care center. The Department has the authority to observe the physical condition of the child(ren), including conditions that could indicate abuse, neglect or inappropriate placement."

Director's Right to amend

The Director of St. Bernard's Catholic Preschool retains the right to amend this form for just cause. Parents will be given prompt notification if changes are made. A 30-days' notice will be given to parents of any fee changes that may occur.

Parent's Signature

Date

Parent's Name (print)

Director's Signature

Date

