



REGISTRATION FORM

Child's Full Name: _____ Preferred Nickname (if any): _____

Birth Date (mm/dd/yyyy): _____ Interests: _____

Siblings & Ages: _____

Address: _____ City: _____ Zip: _____

Desired Class, Please Circle: Mon/Wed/Fri Tues/Thurs No Preference

Mother's Name: _____ Daytime Phone #: _____

Email: _____ Preferred Method of Contact: _____

Occupation: _____ Work Phone #: _____

Father's Name: _____ Daytime Phone #: _____

Email: _____ Preferred Method of Contact: _____

Occupation: _____ Work Phone #: _____

Status of Parents: _____ Any Custody Issues to be aware of: _____

Emergency Contact #1: _____ Phone #: _____

Emergency Contact #2: _____ Phone #: _____

Medical Information

Allergies: _____

Food Restrictions: _____

Medical Conditions: _____

How did you find us? (Facebook, KSL, friend, etc.) _____



PRESCHOOL PROCEDURES AND POLICIES:

TUITION:

Monthly tuition is due on the first school day of each month. Tuition may be paid in cash, check or via Venmo (@XiaoPanda Preschool). The late tuition fee is \$5 if paid within the first week of the month and increases by \$5 for every additional week late.

CALENDAR/HOLIDAYS:

Xiao Panda Preschool follows the Alpine School District Calendar. If Alpine District is closed, we are closed; our holiday schedule follows that of the school district. The only difference is the school start date: we will begin the first weekday of September.

A monthly preschool calendar will also be sent home with your child each month and will serve as a reminder of which days we are in session.

ARRIVAL AND PICK-UP:

When the garage door is open it means preschool is open for the day and students may enter. The door will open at 9:25am (five minutes prior to the beginning of class). Please bring students on time. Prompt arrival helps all students have the most learning time. For safety reasons the door will close and lock at 9:45am. If you need to enter after this time please call or text Ms. Suzy.

The door opens again when preschool is finished for the day and we are ready for student pick up. Preschool ends at 12:00 noon. Please be prompt when picking up your child. Frequent late pickup (more than 10 minutes late, on more than three occasions) will result in a \$10 late pick-up fee. Charges will be added to the following month's tuition.

ABSENCES:

Please text or call Ms. Suzy to let her know when your child will not be in attendance. There are no refunds or credits given for absences except for extenuating circumstances that are discussed with and approved by Ms. Suzy. If a student misses a full month of school or more, his or her enrollment is subject to cancellation.

SNACKS:

Ms. Suzy always has fresh fruit or vegetables available as a snack on days that are not assigned to a volunteer, but any help is very appreciated! If you want to help with snack, please bring enough for 8 peers, and please choose something healthy. Please avoid bringing cookies or sweet snacks unless it is for a birthday celebration.

A few suggestions for snack time are:

- Crackers with cheese
- Dried fruit
- Celery and Peanut Butter (unless we are notified of any peanut allergy)
- Chopped vegetables (cucumber, bell pepper, etc)
- Pretzels
- Mini-sandwiches
- Raisins
- Mini-carrots and hummus
- String cheese
- Fresh fruit or fruit cups
- Graham crackers
- Yogurt
- Dry cereal (non-sugared)
- Chips and salsa



BIRTHDAYS:

As a birthday celebration, you may bring a special treat to share with the students for the daily snack. Please sign up for snack on the class closest to your child's birthday if you'd like to do this.

CONTAGIOUS ILLNESSES:

If your child has any contagious condition (strep throat, pink eye, chicken pox, lice, etc.) please contact Ms. Suzy immediately. With any contagious condition, your child cannot return to school until they are symptom and contagious free for a minimum of 24 hours.

ILLNESS:

Do not send your child to school if:

- Fever is greater than 100.5
- Vomiting
- Stiff neck or headache and fever
- Pinkeye – (tears, redness of eye or eyelid, swelling and discharge)
- New on-set of rash with concurrent or preceding fever
- Jaundice
- Persistent diarrhea
- Excessive coughing or runny nose

When children have any of the above symptoms, they should not come to school. If children have had a fever of 100.5 or over, wait until your child is fever-free for 24 hours before returning to school. Lingering congestion, cough and tiredness may still be serious enough to prevent your child from engaging in learning activities. If you are not sure whether your child should come to school, air on the side of caution. Refunds or credits are only given for extended illness that lasts more than a few weeks.

SCHOOL CLOTHING:

Please keep in mind when choosing the clothes your child will wear that we use glue, paint, shaving cream and other things that may stain your child's clothing. We're not messy, we're creative! Clothing should be comfortable and practical for play. Gross motor skills are part of our curriculum; therefore, clothing should allow your child to move comfortably and freely.

PERSONAL BELONGINGS:

Students should bring a backpack to school, so creations and information can be sent home from school. Please do not send student to school with personal toys, valuable property, candy, gum, etc.

I confirm that I have read, understand, and agree to the above policy and procedure for enrollment at Xiao Panda Preschool.

Signature

Date



PARENT HELPERS:

Parents are not required to help but are always welcome. Let Ms. Suzy know when you are available if you are interested in volunteering. Parents and family are also invited to come into class and share cultural activities, celebrations, jobs and hobbies with the students. Please list below any special interests, hobbies, jobs, or activities you'd be willing to share with the preschool students.

PHOTOGRAPHS:

We at Xiao Panda Preschool are proud of students and love to share, but we also respect your right to privacy. Please choose whichever you are comfortable with, and sign below.

_____ I give Ms. Suzy/Xiao Panda Preschool permission to post photos of my child in the Preschool's blog, Instagram, and Facebook page.

_____ I do not consent to sharing photos of my child.

Signature: _____

TOILET ACCIDENTS:

Preschoolers must be potty-trained in order to enroll at Xiao Panda Preschool but we know accidents sometimes happen. If your child has an "accident" at school, you will be notified by Ms. Suzy and expected to come clean up your child and change his or her clothes. If you know you are unavailable during preschool hours, please send in a set of clean clothes and underwear and sign the consent below.

I, _____ give consent to Susan Williams/Xiao Panda Preschool to clean up my child and help him or her change clothes in the event of a toilet accident.

Signature: _____





Waiver of Liability, Release, Assumption of Risk & Indemnity Agreement

Notice: This is a legally binding agreement.

I, _____ understand that by signing this Preschool and Childcare Waiver of Liability, I release and hold harmless Xiao Panda Chinese Immersion Preschool, LLC and its owners and all other persons or entities acting for them from any and all claims, demands, suits, cost and charges, in connection with or arising out of Xiao Panda Chinese Immersion Preschools childcare and preschool services, including but not limited to, personal injury, bodily harm, injury, or property damage occurring while the above child/children is/are in their care at Xiao Panda Chinese Immersion Preschool, LLC. I understand I must pay the set monthly tuition while my child is attending Xiao Panda Preschool. I will be responsible to feed my child and have my child use the restroom prior to start of class time to the best of my abilities.

In acceptance of our child into the school and its programs, I hereby indemnify and agree to hold harmless from all claims of whatever nature which may be made by the above child or by his or her parent, guardian or representative. This indemnification shall include any damages with Xiao Panda Chinese Immersion Preschool, LLC, its owners or teachers may sustain as a result of any claim made in behalf of the above children, including court costs and attorney's fees incurred in defending such claims, or enforcing this indemnification agreement.

Signature: _____ Date: _____