



Red Barn Learning Center

Registration Form 2009-2010

26431 NE Stephens St. / Po Box 1344
Duvall, WA 98019
#425 844-9010 ~ redbarnlearningcenter.com

Date _____

Program _____

Child's Name _____

Nickname _____

Child's Birth Date _____

Code Word _____

Mother's Name _____

Phone Number _____

Home Address _____

City/ State/ Zip _____

Cell Number _____

Father's Name _____

Phone Number _____

Address if different _____

Cell Number _____

E-mail Address: _____

Siblings

Child's Name _____ Date of Birth _____ Enrolled () Yes () No

Child's Name _____ Date of Birth _____ Enrolled () Yes () No

Emergency Contact Info Other than Parents:

Name _____ Relation _____ Phone _____

Name _____ Relation _____ Phone _____

Medical Information

Doctor's Name _____ Phone # _____

Date of last shots _____ Preferred Hospital _____

Dentist's Name _____ Phone # _____

Does your child have any special issues we should be aware of (i.e. Custody, Fears, Special Needs, Allergies ?)

Why do you want your child in a preschool setting? _____

Medical Information

Child's Name _____ Birth Date _____

Parent's Name _____

Parent's Emergency Contact # _____ Home # _____

Medical Conditions or Allergies? _____

Date of Last Physical or Check-up? _____ Date of last Tetnus Shot? _____

Physician Name & Address? _____ Phone _____

Dentist Name & Phone # _____

Additional Important Info—(Include any fears, chronic medical conditions, or information that will help us understand your child better.) _____

Medical Waiver

I/ We the undersigned parents/guardians of _____, a minor, hereby authorize the Red Barn Preschool and Play Barn to seek medical attention & transportation as deemed medically necessary while in the care of the Red Barn Preschool & Play Barn staff.

Parent's Signature

Date

Insurance Coverage: _____ Member #: _____

Employer; _____ Group #: _____

Hospital Preference: _____

Child's Name: _____ Parent's Name: _____

Check-in/ Check Out

I agree to check my child in/out every day. It is my responsibility to contact the office if I forget to do this.

Toilet Training

To attend the Preschool (3ys-5yrs) or Kindergarten programs at Red Barn Learning Center, I understand that my child needs to be completely toilet trained and independent (no help needed) in the bathroom. If my child continually has dirty pants, I will be responsible for picking up my child and changing them at home.

To attend the toddler program I understand that my child does not need to be toilet trained. I will be responsible for providing 1 box of diapers and 3 containers of wipes on the first day of school, and as needed through-out the year.

Tuition Agreement

1. I agree to pay Red Barn Learning Center a **non-refundable** registration/ materials fee as well as a tuition deposit for June upon enrollment. I understand the policy for refunding June tuition is as follows:
 - If I provide written of withdrawal before August 1, 2009, my June 2010 tuition will be refunded.
 - If I provide written notice of withdrawal between August 1 and August 31, 2009, June 2010 tuition will only be refunded if Red Barn can fill the spot that my child's vacancy created by August 31, 2009.
 - If I provide 30 days written notice of withdrawal August 31, 2009 or after, June 2010 tuition will only be refunded if Red Barn can fill the spot that my child's vacancy created within 30 days. I understand I am obligated to pay the tuition for the 30 days following the date I give notice.
2. I agree to pay tuition on or before the 1st of every month. If the 1st falls on a weekend or holiday then tuition is due the Friday before the 1st.
3. If tuition is not received by 3rd of the month, a \$25 late fee will be charged.
4. I will receive a 5% discount for full year tuition paid by August 1st, 2009.
5. I understand that tuition is based on the 10 month school year for preschool only programs and 12 month year for full time child care and tuition is due in full each month regardless of illness, weather, closures or vacations.
6. I know that I will be charge \$10 (\$11 for toddler) per hour or portion of an hour if I drop my child off before the designated drop off time or after the designated pick-up time.
7. I understand that a \$25 fee will be applied for all returned checks.

Breaks

1. I understand that preschool only children attending during winter, mid-winter, spring, or other breaks will be charged the daily child care rate on top of regular preschool fees.
2. I understand that I will be charge for any days that I sign up, regardless of whether my child attends or not. I know that no refunds are given if my child does not attend.
3. I understand that Red Barn is completely closed and care will not be available on the following days: November 26 & 27, December 24 & 25, January 1, May 31, & July 4.

Vacations

1. I understand that Red Barn does not prorate tuition and does not give credits for any breaks or vacations during the school year. If a tuition payment is due during my vacation, I know that I must submit payment before I leave, predated checks are accepted.

2. As a full-time childcare family, in order to guarantee a space in my child's classroom in the fall I will be required to pay for full time care through the summer. I will receive credit for up to 2 weeks of vacation time during July or August, with written notice at least 30 days in advance.
3. If I choose not to pay to hold my child's placement, I understand that I am withdrawing from the program and 30 days written notice is required.

Withdrawal

I agree to give thirty (30) days written notice if I plan to withdraw my child and I understand that I am obligated to pay the tuition for the 30 days following the date I give notice. It is my responsibility to notify the school by submitting a written notice or sending an email to the office. The 30 days will be calculated from the date the notice is received.

Reduction in Schedule

I agree to give thirty (30) days written notice if I plan to reduce my child's schedule and I understand that I am obligated to pay the current tuition for the 30 days following the date that I give notice. It is my responsibility to notify the school by submitting a written notice or sending an email to the office. I understand that my June 2010 prepaid tuition will be adjusted to reflect the new schedule only if Red Barn can fill the spot that my child's vacancy created within 30 days of my written notice.

Parents/ Guardian

Signature: _____ Date: _____