



**Registration Form 2016/2017**

Child's Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Program:  Toddler **T F**  
 Preschool **M W Th** (Please circle days)

Parent 1 Name: \_\_\_\_\_ Parent 2 Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Business Address 1: \_\_\_\_\_ Business Address 2: \_\_\_\_\_

Business Phone # 1: \_\_\_\_\_ Business Phone # 2: \_\_\_\_\_

Siblings: \_\_\_\_\_ Age \_\_\_\_\_  
 \_\_\_\_\_ Age \_\_\_\_\_  
 \_\_\_\_\_ Age \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Doctor's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Doctor's Address: \_\_\_\_\_

OHIP #: \_\_\_\_\_ Allergies: \_\_\_\_\_

Health concerns: \_\_\_\_\_

Starting Date \_\_\_\_\_ Withdrawal date: \_\_\_\_\_

**Tuition and Fees**

The following is an overview of the fees for the 2016/2017 school year:

1. Registration fee (all programs): \$50 per year (maximum \$50 per family)
2. Tuition (10% sibling discount applies to the second tuition)
  - Toddler Program: 2 day/week: \$175 per month
  - Preschool Program: 2-days/week: \$151 per month
  - Preschool Program: 3-days/week: \$205 per month

**Payment Options**

*All options additionally require \$50 registration fee payable on the registration date. All cheques made payable to **Rural Family Connections Inc.** and are due upon registration.*

- 1 cheque (annually)
  - Entire year's tuition dated September 1, 2016;
- 2 cheques (by semester):
  - September to December and June tuition dated September 1, 2016
  - January to May tuition, dated January 1, 2017
- Or 9 cheques
  - September & June dated Sept. 1<sup>st</sup>/16 and 8 cheques dated for the 1<sup>st</sup> of each month



**Liability Release**

I understand that the Nursery School's programs includes activities and field trips (with signed parental permission form) to public parks, museums, farms and other points of interest, including walks about the village. I hereby release Metcalfe Cooperative Nursery School from any or all responsibility or liability arising from or out of any accident or event which may occur from any cause whatsoever on, or enroute to, or from the school premises.

\_\_\_\_\_  
Mother's Signature                      Date                      Father's Signature                      Date

**Medical Release**

I hereby appoint the Director, Teacher, or Substitute Teacher of the Metcalfe Cooperative Nursery School to act in complete authority, to authorize any medical attention to my child by a qualified physician in the event of an emergency while my child is in the care of the Metcalfe Cooperative Nursery School Inc. (There will always be constant attempts to contact the parents or emergency alternative first.)

\_\_\_\_\_  
Mother's Signature                      Date                      Father's Signature                      Date

**Photo Permission**

From time to time we take pictures during Metcalfe Cooperative Nursery School activities. We would like your permission to use these pictures on our website, in our newsletter, and/or in promotional materials. We will never reference your child by name or provide any specific information regarding your child. We also will never sell these pictures; we will use them exclusively for internal purposes and promotional activities for the Metcalfe Cooperative Nursery School (including, but not limited to our website, newsletter, and brochures).

- YES. I grant you permission to use photos of my child in your promotional materials
- Please do NOT take or use any photos of my child.

\_\_\_\_\_  
Mother's Signature                      Date                      Father's Signature                      Date

**Internal Communications**

In order to reduce costs, we would like to correspond with you primarily by email. Please check below if this is not a suitable option for you.

- I do not wish to receive Metcalfe Cooperative Nursery School communications by email.



### Registration Completion Checklist

The following is a list of items that must ALL be submitted in order to successfully register your child in the Nursery School:

- Post-dated cheque(s) for all fees for the entire school year;
- Registration form (both sides),
- Parent Participation Agreement (both sides)
- Immunization Information form and copy of immunization card
- Completed Police Records Check for the vulnerable sector (for Toddler and Preschool parent)