

School Year:

2011-2012

2012-2013



# Little Learners Academy Registration Form

8014 S. Welby Park Dr.  
Suite #203  
West Jordan, UT 84088  
801-282-3223

## SESSION CHOICE

Kindergarten: M-F Morning (8:45 to 12:00) \_\_\_\_\_ M-F Afternoon (12:30 to 3:45) \_\_\_\_\_

Pre-K: MWF Morning (9 to 11) \_\_\_\_\_ MWF Midday (11:15 to 1:15) \_\_\_\_\_ MWF Afternoon (1:30 to 3:30) \_\_\_\_\_

3 yr's: T/TH Morning (9 to 11) \_\_\_\_\_ T/TH Midday (11:15 to 1:15) \_\_\_\_\_ \*\*Please indicate 1<sup>st</sup>/2<sup>nd</sup> choice

## STUDENT INFORMATION

Childs Name \_\_\_\_\_ Birthday \_\_\_\_\_ M/F(circle)

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone # \_\_\_\_\_ Cell # \_\_\_\_\_ E-mail \_\_\_\_\_

Fathers Name \_\_\_\_\_ Work \_\_\_\_\_ Phone \_\_\_\_\_

Mothers Name \_\_\_\_\_ Work \_\_\_\_\_ Phone \_\_\_\_\_

Student lives with: Father \_\_\_\_\_ Mother \_\_\_\_\_ Both \_\_\_\_\_ Guardian \_\_\_\_\_

Who else for a contact in case of an emergency? Do you wish to receive e-mail about  
Name \_\_\_\_\_ school? Yes/No \_\_\_\_\_.

Phone # \_\_\_\_\_ How did you hear about Little Learners? Who Referred you?

Relation to child \_\_\_\_\_.

## HEALTH INFORMATION

Childs Doctor \_\_\_\_\_ Address \_\_\_\_\_

Phone # \_\_\_\_\_

What insurance do you have? \_\_\_\_\_

Policy # \_\_\_\_\_

In a case of emergency may Little Learners Academy seek medical attention if we can not  
get in contact with you? If so please sign below:

Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

Please describe any special needs or concerns we should be aware of:

Social/Emotional \_\_\_\_\_

Physical \_\_\_\_\_

Other \_\_\_\_\_

Little Learners is not liable and can not be sued for accidents occurred during school.

Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

## Office use only

Registration Fee \_\_\_\_\_ Initial Tuition \_\_\_\_\_ Data Base \_\_\_\_\_ Email \_\_\_\_\_ Bag \_\_\_\_\_

T-Shirt \_\_\_\_\_ Orientation \_\_\_\_\_ Policies \_\_\_\_\_



## Little Learners Academy POLICIES

**SESSIONS:** Preschool and Kindergarten as follows

Kindergarten: Morning 8:45 am to 12 pm	Afternoon 12:30 pm to 3:45 pm
MWF or T/TH Mornings:	9:00 am to 11:00 am
MWF or T/TH Midday:	11:15 am to 1:15 pm
MWF PM/Afternoon:	1:30 pm to 3:30 pm

**Please read thoroughly and sign, this states you understand all of our policies and accept them if your child is enrolled at LLA**

**TUITION:** Tuition is based on a set amount for the school year. This is payable in 10 monthly payments. 1<sup>st</sup> payment due by Aug 1<sup>st</sup>  
School will be closed for Christmas break, spring break, and all national holidays.

**The first tuition payment is due before school begins you may turn it in with your deposit or by Aug 1<sup>st</sup> You pay one month in advance. No payment is due in June. If your student is withdrawn the prorated amount will be returned if a 30-day notice is given. You will need to pay for 30 days from notice regardless if your child attends.**

Payments are due on the 1<sup>st</sup> school day of the month.

Kindergarten M-F AM & PM Class - **\$295.00** per month for 10 months.

MWF AM, Midday & PM PreK Class - **\$155.00** per month for 10 months.

T/TH AM & Midday 3 & young 4's Class - **\$105.00** per month for 10 months.

- \* Please note you will receive a discount of **one month FREE** if yearly tuition is **prepaid in FULL** for the school year by July 15<sup>th</sup>
- \* **Tuition is due the first** of the month if paid after the 10<sup>th</sup> of the month it must include **a \$20.00 late fee.**
- \* There is a \$20.00 charge for any returned checks and any late fees that may occur will be assessed as well.

I accept all responsibility for my account. I know I am expected to pay for those days I am contracted for, regardless of whether or not my child is in attendance.

Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

**REGISTRATION FEE:** There is a **\$60.00** registration fee due when you enroll your child. This is a **non-refundable** fee and must accompany your enrollment form to reserve your child's spot. An enrollment fee is due each school year. This fee provides for your student a Little Learners school bag, T-shirt, all assemblies, scrapbook and graduation video, and classroom supplies.

**BOOK FEE:** Kindergarten has an additional Book Fee of **\$75.00** for the school year. This is turned in with your registration fee. This additional fee covers workbooks, reading books from wear and tear, take home books that students keep and journals.

**PLACEMENT:** Children of all races and creeds are welcome at Little Learners Academy. We accept on a first come first serve basis. Your child will be placed in a class according to age and maturity. Children must be three years old and potty trained or very near potty trained to attend Little Learners. (If your child will be three by Dec. they may start in the Fall.)

**\*\*CURRENT PARENTS ALWAYS HAVE FIRST CHOICE FOR CLASSES IN THE FOLLOWING SCHOOL YEAR.**

Registration begins in January and does not open to the public until February for the new school year starting in the Fall.

**FIELD TRIPS:** We have field trips every other month. A Parent or Guardian of your choice is required to attend with your student. We appreciate your understanding the importance of this policy, it allows us to attend field trips with proper supervision and insures the safety of all our students. Younger siblings may attend these field trips. Field trips will cost a nominal fee, typically no then \$5 a person.

**HEALTH AND IMMUNIZATION:** If a child shows signs of illness or infection the child will need to be picked up immediately. Children must be free of symptoms for 24 hours before returning to school. We want each child at Little Learners to be happy, healthy, and safe! By law a waiver must be signed if you choose not to immunize your child. Otherwise, initial here if your child's immunizations are current \_\_\_\_\_. If your child will be attending Kindergarten we will need proof of Immunizations.

**WITHDRAWAL POLICY:** Little Learners reserves the right to withdraw a student's enrollment at any time for any reason. This is for an extreme case where the student is interrupting other children and the opportunity to learn. If you choose to withdraw from Little Learners Academy a **30 day notice** is required to release you from tuition obligation.

**LATE PICK-UPS:** The preschool is closed at 11:00 am for AM Class and 1:15 pm for the MD Class and 3:30 pm for the PM Class. We ask that parents will please be considerate and cooperate in picking up their children by this time. A late fee of \$2.50 for every 5 minutes late (\$20.00 per hour) you will be charged this is to be paid immediately. Also we ask NO early drop offs please, as it interferes with class prep time and teacher breaks.

**I HAVE READ AND UNDERSTAND THE POLICIES STATEMENT:**

Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_