

# SEASIDE SCHOOL REGISTRATION 2020-2021

**ALL FORMS, DOCUMENTATION, AND PAYMENT MUST BE IN AT REGISTRATION TO GUARANTEE YOUR CHILD'S CLASS ENROLLMENT.**

**STUDENT INFORMATION: PLEASE PRINT CLEARLY**

LAST NAME	FIRST NAME	NICKNAME	GENDER:	DOB:	AGE AS OF 9/30:
DOES YOUR CHILD HAVE A COURT ORDER AFFECTING HIS/HER LIFE? <input type="checkbox"/> YES <input type="checkbox"/> NO If you checked yes, you must bring the school a <i>certified copy of the court order</i> to be copied at the school for your child's file.					
HOW DID YOU HEAR ABOUT US? <input type="checkbox"/> VBUMC <input type="checkbox"/> FRIEND/FAMILY <input type="checkbox"/> OTHER _____					
ADDRESS					
CITY		STATE		ZIP CODE	

**PARENTS/ GUARDIANS INFORMATION: PLEASE PRINT CLEARLY**

LAST NAME	FIRST NAME	RELATIONSHIP			
ADDRESS & ZIP CODE (IF DIFFERENT FROM ABOVE)					
HOME PHONE	CELL PHONE	WORK PHONE	E-MAIL (please print clearly)		
LAST NAME	FIRST NAME	RELATIONSHIP			
ADDRESS & ZIP CODE (IF DIFFERENT FROM ABOVE)					
HOME PHONE	CELL PHONE	WORK PHONE	E-MAIL (please print clearly)		

**EMERGENCY CONTACT INFORMATION: PLEASE PRINT CLEARLY**

CHRONIC PHYSICAL PROBLEMS, ALLERGIES OR INTOLERANCES, SYMPTOMS AND ACTION TO BE TAKEN:	
CHILD'S PHYSICIAN:	PHONE:

**TWO PEOPLE TO CONTACT IF PARENTS CAN NOT BE REACHED. (MUST BE LOCAL)**

LAST NAME	FIRST NAME	RELATIONSHIP			
HOME PHONE	CELL PHONE	WORK PHONE	E-MAIL		
LAST NAME	FIRST NAME	RELATIONSHIP			
HOME PHONE	CELL PHONE	WORK PHONE	E-MAIL		

**ADDITIONAL PEOPLE ALLOWED TO PICK CHILD UP:**

**\*PEOPLE NOT ALLOWED TO PICK CHILD UP:**

If a parent is not allowed to pick up, appropriate paperwork such as custody papers shall be attached. Note: Section 22.1.-4.3 of the Code of Virginia States that unless a court order has been issued to the contrary, the noncustodial parent can be listed as an emergency contact if the noncustodial parent wishes.

**PLEASE  THE PROGRAM DESIRED:  RETURNING STUDENT  NEW STUDENT**

<input type="checkbox"/> 1 YEAR OLD (1yrs old by Sept. 30 <sup>th</sup> ) <b><u>MUST BE WALKING</u></b>	EXT CARE: <input type="checkbox"/> PT <input type="checkbox"/> FT
<input type="checkbox"/> 2 YEAR OLD (2 yrs old by Sept. 30 <sup>th</sup> ) children <b><u>DO NOT</u></b> have to be toilet trained	EXT CARE: <input type="checkbox"/> PT <input type="checkbox"/> FT
<input type="checkbox"/> 3 YEAR OLD (3yrs old by Sept. 30 <sup>th</sup> ) children <b><u>MUST BE</u></b> toilet trained	EXT CARE: <input type="checkbox"/> PT <input type="checkbox"/> FT
<input type="checkbox"/> PRE-KINDERGARTEN (4yrs old by Sept. 30 <sup>th</sup> )	EXT CARE: <input type="checkbox"/> PT <input type="checkbox"/> FT

**AUTHORIZATION FOR EMERGENCY TREATMENT OF MINOR CHILD**

This Document authorizes emergency medical treatment of minor child (under age 18) in the absence of parent(s) or legal guardian(s). The original completed and notarized copy of this form shall be presented by (or on behalf of) the minor.

**ATTACH  
CURRENT  
PHOTO OF YOUR  
CHILD HERE**

**PLEASE PRINT ALL INFORMATION REQUESTED BELOW**

NAME OF MINOR: \_\_\_\_\_

DOB: \_\_\_\_\_ SOCIAL SECURITY NUMBER: \_\_\_\_\_

PARENT(S) OR LEGAL GUARDIAN(S) NAME:

1. \_\_\_\_\_ 2. \_\_\_\_\_

CONTACT PHONE NUMBERS: 1. \_\_\_\_\_ 2. \_\_\_\_\_

**MINOR MEDICAL INFORMATION and MINOR'S HOSPITALIZATION COVERAGE**

NAME OF INSURANCE COMPANY: \_\_\_\_\_ POLICY NUMBER: \_\_\_\_\_

NAME OF INSURED: \_\_\_\_\_ RELATIONSHIP TO MINOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SPECIAL CONDITIONS OR ALLERGIES: \_\_\_\_\_

NAME OF PHYSICIAN \_\_\_\_\_ PHYSICIAN NUMBER: \_\_\_\_\_

**OFFICE USE ONLY**

**ONLY THE NOTARY WILL COMPLETE THE INFORMATION BELOW**

**STUDENT IDENTITY VERIFICATION**

The 1998 General Assembly passed legislation which affects child day centers sponsored by religious institutions. This law is intended to help identify missing children and requires the following: Proof of the child's identity and age may include a certified copy of the child's birth certificate, birth registration card, notification of birth (*hospital, physician or midwife record*), passport, copy of the placement agreement or other proof of the child's identity from a child placing agency, record from a public school in Virginia, or certification by a principal or his designee of a public school in the U.S. that a certified copy of the child's birth record was previously present-ed. While programs are not required to keep the proof of the child's identity, documentation of viewing this information must be maintained for each child. If the requested information is not received within seven business days of your child's first day of school, we are bound by law to notify the local law enforcement agency.

**Birth Certificate Information for** Students Full Name \_\_\_\_\_

Place of Birth \_\_\_\_\_ DOB: \_\_\_\_\_

Birth Certificate Number \_\_\_\_\_ Date Issued \_\_\_\_\_

Social Security Number \_\_\_\_\_ Other Form of Proof (not S.S.#) \_\_\_\_\_

\_\_\_\_\_  
Notary Name Printed

\_\_\_\_\_  
Notary Signature

Date \_\_\_\_\_

(Notary Stamp)

\_\_\_\_\_  
Parent/ Guardian who presented documentation Name Printed

# VBUMC SEASIDE SCHOOL & EXTENDED CARE POLICIES AGREEMENT

Student's Full LEGAL Name \_\_\_\_\_

**\*Please initial on the lines that you have read and understand each item.**

\_\_\_\_\_ Appropriate paper work such as custody papers shall be attached if a parent is not allowed to pick up a child. Note: Section 22.1-4.3 of the code of Virginia states that unless a court order has been issued to the contrary, the noncustodial parent of a student enrolled in public school of day care must be included, upon the request of such noncustodial parent, as an emergency contact for events occurring during school or day care activities.

## Registration Fee

\_\_\_\_\_ The school Registration Fee includes a materials fee and Seaside t-shirt. This fee is due at the time you register and is required to reserve a position in Seaside School for your child. **The registration fee is Non-Refundable.**

\_\_\_\_\_ The Extended Care Registration Fee includes a materials fee and cot sheet. This fee is due at the time you register and is required to reserve a position in Seaside School EXT Care for your child. **The registration fee is Non-Refundable.**

## Tuition Payments

\_\_\_\_\_ Tuition Payments are due by the 1<sup>st</sup> of each month. All Tuition Payments are made online.

\_\_\_\_\_ The final tuition month payment for the year will be due by the 1<sup>st</sup> of May.

\_\_\_\_\_ If the tuition payment is made after the 1<sup>st</sup> please include the **\$35.00 late fee.**

\_\_\_\_\_ 30 Day notice is required upon withdrawal from the program; otherwise tuition payment for the month must be paid.

## Delinquent Accounts

\_\_\_\_\_ Accounts that have not been paid by the end of the month that tuition is due will result in student dismissal from Seaside School. Student will not be re-enrolled in the program until the account is brought up to date.

## Late Pick-up

\_\_\_\_\_ Parent or guardian of students consistently picked up after 12:35 will be assessed a \$35.00 fee per occurrence.

## Illness Policy

\_\_\_\_\_ Students may **NOT** return to school until he/she is free from all symptoms for a full 24-hour period without help of medication. **A doctor's note is greatly appreciated to inform the teacher and administration.**

## Field Trip Policy

\_\_\_\_\_ If you choose to allow your child to participate in our off campus school field trips your child will ride the VBUMC bus. If you choose to not allow your child to ride the bus to the field trip destination Seaside School will not be responsible for your child. You can choose to drive them to the field trip destination. They will not be left out of any activities at the field trip site. If you choose to drive your child you must stay with them at the field trip site.

\_\_\_\_\_ On Campus or Off Campus field trip fees are not included in tuition.

## Consent for Photographs

\_\_\_\_\_ I hereby authorize and give full consent to VBUMC Seaside School to publish and copyright all photographs in which my child appears while enrolled as a student in all programs of VBUMC Seaside School. I further agree that VBUMC Seaside School may transfer or use their photos in school brochures, newsletter, web-page, advertising, posters, displays, slide shows, videotapes, and like publications, literature or materials without limitations or reservations.

## Inclement Weather Policy

\_\_\_\_\_ In the case of snow or inclement weather, Seaside School shall follow the policy of the Virginia Beach Public Schools with Director discretion. If Virginia Beach Public Schools are closed, Seaside School and the Extended care program will also be closed. If they have a **delayed opening** schedule, Seaside School will use Director discretion in the decision to delay opening or the closing of the school.

## Extended Care

\_\_\_\_\_ Extended Care is an extension of your child's day. **Students must be in their regular classroom MORE than 2hrs in order to attend Extended Care.** Part-time hours are 12:30-3:30/ Full-time hours are 12:30-6:00pm. If you exceed time you will be billed accordingly.

## HiMama Communication System & Poly Folders

\_\_\_\_\_ The HiMama system and Poly Daily Folder is provided to keep parents and teacher communication open. Please check daily for information.

**Signature of Parent/ Legal Guardian:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## 2020- 2021 School Year

Upon registration, the following is required:

**ALL FORMS, DOCUMENTATION, AND PAYMENT MUST BE IN AND COMPLETED AT REGISTRATION TO GUARANTEE YOUR CHILD'S CLASS ENROLLMENT.**

- Registration Fee (**All Registration Fees are Non-Refundable** )
- Birth Certificate (**Original**)
- Social Security Card (**Original**)
- Updated Immunizations record
- Two Local Emergency Contacts
- Insurance Information
- Doctor's Name and Number
- Policies Agreement Signature page signed
- Wallet Size Color Photo of Child (**Attached to Registration Form**)

**1-YEAR-OLD PROGRAM** –1yrs old by September 30<sup>th</sup> **MUST BE WALKING**  
Child must be able to cross the room without assistance.

Registration Fee \$185.00 includes school t- shirt  
5 Day Program: Nine Equal payments of \$365.00

**2-YEAR-OLD PROGRAM** 2yrs old of age by September 30<sup>th</sup>

Registration Fee \$185.00 includes school t- shirt  
5 Day Program: Nine Equal payments of \$365.00

**3-YEAR-OLD PROGRAM** 3yrs old by September 30<sup>th</sup> **MUST BE TOILET TRAINED**

Registration Fee \$185.00 includes school t- shirt  
5 Day Program: Nine Equal Payments of \$365.00

**PRE-KINDERGARTEN PROGRAM** 4yrs old by September 30<sup>th</sup>

Registration Fee \$210.00 includes school t- shirt  
5 Day Program: Nine Equal Payments of \$390.00

### EXTENDED CARE PROGRAM

Registration Fee: \$75.00 In addition to the School Registration Fee this also includes crib/cot sheet

School+Part-Time : Nine Equal Payments of \$565.00 12:30-3:30pm ONE, TWO AND THREE YEAR OLDS

School+Full-Time: Nine Equal Payments of \$815.00 12:30- 6:00pm ONE, TWO AND THREE YEAR OLDS

School+Part-Time: Nine Equal Payments of \$590.00 12:30-3:30pm PRE-KINDERGARTEN

School+Full-Time: Nine Equal Payments of \$840.00 12:30- 6:00pm PRE-KINDERGARTEN