

REGISTRATION

Beaurepaire Nursery Group

2020-2021

Beaurepaire Preschool is a parent-run cooperative that promotes socialization as the primary goal of its programs. Our philosophy is that mastery of social skills provides the foundation for mastery of academic skills. We offer a learning environment that is sensory-rich, safe, and at a child's level. Experienced educators use developmentally appropriate materials and equipment. These are offered to children in a warm, stimulating environment where they feel free to learn and explore.

BUNNIES (2 year olds)

born Sept 30 2017 to Sept
29 2018

DAYS:
Thursday and Friday

TIME:
09:00 to 11:30

CLASS SIZE:
Maximum of 12 students

SCHOOL YEAR:
September 2020 to June
2021

TUITION FEES:
\$125 per month

MONKEYS (3 year olds)

born Sept 30 2016 to Sept
29 2017

DAYS:
Monday, Tuesday,
Wednesday

TIME:
M-Tu-W: 08:30 to 11:30

CLASS SIZE:
Maximum of 15 students

SCHOOL YEAR:
September 2020 to June
2021

TUITION FEES:
\$210 per month

**OPTIONAL LUNCH
PROGRAM:**
(SPACES LIMITED – inquire with
registrar to ensure your priority)

PENGUINS (4 year olds)

born Sept 30 2015 to Sept
29 2016

DAYS:
Monday, Tuesday,
Wednesday
+ optional Thursdays
“Multicultural Montreal”
program highlighting
Montreal’s ethnic and
cultural diversity

TIME:
M-Tu-W: 09:00 to 13:00
Th: 11:45 to 15:00

CLASS SIZE:
Maximum of 15 students

SCHOOL YEAR:
September 2020 to June
2021

TUITION FEES:
\$295 per month
(\$265 per month without
Thursday)

How to register your child at Beaurepaire Preschool

1. Complete all pages of the registration form and send them to registrar@beaurepairepreschool.com
2. Prepare all post-dated cheques according to the payment schedule* Cheques can be mailed or placed in the Chairpersons mailbox at the school's entrance**

* Cheques can be made out to 'BNG' and can be paid monthly as per the schedule, in one lump sum or in 2 equal payments. We do however require that each student be paid for separately, please do not combine siblings.

** Returning families are welcome to bring their payment in person, new families are encouraged to mail their cheques to Beaurepaire Nursery Group, 25 Avenue Fieldfare, Beaconsfield, QC, H9W 4W4.

Child Information

First Name: _____

Last Name: _____

Street address: _____

City: _____

Postal Code: _____

Telephone number: _____

Family email address: _____

Language(s) spoken at home: _____

Gender: _____

Date of birth (day/month/year): _____

*Child must be of age as of Sept 30th

Program registering for (2s, 3s, 4s): _____
Multicultural Thursdays (4s only): Yes _____ No _____

Family

Parent(s)

Primary Contact

First Name: _____

Last Name: _____

Phone number(s): _____

SIN number (if receiving tax credit)*: _____

* For tax purposes (Releve 24)

Secondary Contact

First Name: _____

Last Name: _____

Phone number(s): _____

SIN number (if receiving tax credit)*: _____

* For tax purposes (Releve 24)

Siblings and other loved ones

Name(s) and date(s) of birth of other children living at home:

Other persons living at home (grandparents, caregiver, etc.):

Emergency Contacts

Primary contact

Name: _____

Phone number: _____

Relationship to your child: _____

Secondary Contact

Name: _____

Phone number: _____

Relationship to your child: _____

Medical/Health Information

PAST MEDICAL HISTORY

Measles	yes <input type="checkbox"/>	no <input type="checkbox"/>
Mumps	yes <input type="checkbox"/>	no <input type="checkbox"/>
Rubella	yes <input type="checkbox"/>	no <input type="checkbox"/>
Chicken pox	yes <input type="checkbox"/>	no <input type="checkbox"/>
Pertussis	yes <input type="checkbox"/>	no <input type="checkbox"/>

CURRENT MEDICAL INFORMATION

Asthma	yes <input type="checkbox"/>	no <input type="checkbox"/>
Diabetes	yes <input type="checkbox"/>	no <input type="checkbox"/>
Seizure disorder	yes <input type="checkbox"/>	no <input type="checkbox"/>
Recurrent infections	yes <input type="checkbox"/>	no <input type="checkbox"/>
Immune deficiency	yes <input type="checkbox"/>	no <input type="checkbox"/>

Allergies (food, drug, environmental, other):

EpiPen required? yes no

Hospitalization/surgery:

Serious illness (other than above):

Limitations on preschool activities:

Specific medications to be kept at school:

Immunizations

Pregnant women and babies/young children are often present at the preschool during school hours (on scheduled duty days). As a result, we require all students to be up to date with their vaccines as per the immunization booklet.

A child's inability to receive their vaccines due to medical conditions will be reviewed on a case by case basis.

Does your child receive immunizations? yes no
Has your child had the chicken pox vaccine? yes no
Has your child had the meningitis vaccine? yes no

Physician Information

Name: _____

Phone number: _____

Medicare card number and expiration date:

Consent to administer medication

I, _____ give permission to the teachers at Beaurepaire Preschool to administer the recommended dosage of Tylenol for a fever about 38.0 C

I, _____ give permission to the teachers at Beaufort Preschool to administer the recommended dosage of Benadryl for allergic reactions

Duty Days and Job Assignments

Duty days are an opportunity to spend time with your child in a preschool setting. The duty parent brings a healthy snack for the class to share and assists the teacher in classroom activities and cleaning for the day. Children love their duty days, as they are given special tasks to perform like helping with calendar, setting the table, and wishing their classmates “bon appétit”. Duty days are an excellent opportunity to share, observe and bond with your child and the other children in the class. They provide a window into your child’s socialization process and the classroom in general.

What makes Beaufort preschool Special?

Beaufort Preschool is a parent-run cooperative preschool.

For our programs to be a success, active participation is needed from all parents.

Your time and involvement, while sometimes a challenge to give in this busy world, will result in special memories and a better program for your child.

Give what you can.

Your obligations as a member of THIS cooperative

Fulfill the obligations of membership by actively participating in school activities whenever possible.

You are responsible for your assigned duty days within the classroom, and for your assigned 'job' within the school.

You must provide an appropriate replacement who can fulfill these participation requirements in the event that you are unable to do so.

Parent's Contribution

Parent responsible for the job: _____

Please describe any additional skills, talents or experience that could be beneficial to the preschool:

Job List + Description

Board positions are voted on at the annual meeting in May. Other jobs are filled before school starts in September.

<p>Chairpersons (2) Chief Administrator of the school. <u>Conducts monthly board mtgs.</u> Oversees the various committees. Ideally bilingual.</p>	<p>Vice-chair (one for each class) Assists in the administration of the school. <u>Attends board mtgs.</u> Keeps the group informed of school events. Ideally bilingual.</p>	<p>Secretary Takes & distributes the minutes of the meetings to all board members. Minutes must be sent to the board of directors a week after each board meeting. Ideally bilingual.</p>
<p>Treasurer Maintains an accurate financial record of the school. Handles all payables. <u>Attends board mtgs.</u></p>	<p>Member at large Supports members of the board and takes on special projects as needed throughout the year. <u>Attends board mtgs.</u></p>	<p>Art Coordinator (3) Assists teachers with preparation and display of art projects. Helps wash art supplies (eg paint brushes) regularly. Makes playdough.</p>
<p>Classroom Organizer Helps organize areas of the classroom. Prepares allergy poster, bin labels and other organizing tasks.</p>	<p>Shutterfly Admin Help to organize photos on the classroom camera. Regularly download, edit and upload photos to Shutterfly accounts. Help prepare posters as needed.</p>	<p>Head of Playground Committee Oversees the playground committee. Ensures that clean-up, general maintenance and snow removal are done in a timely fashion.</p>
<p>Playground Committee (3) Committee members coordinate playground clean-up, set-up & general maintenance. Help with snow removal in playground.</p>	<p>Fundraising Coordinator Organizes various fundraising events through the school year. <u>Attends board mtgs.</u></p>	<p>Fundraising Assistant Helps the fundraiser with events throughout the year.</p>
<p>Duty Roster (one for each class) Prepares monthly duty roster and distributes copies to the designated class + to the teacher. A copy must be put on the school bulletin board.</p>	<p>Registrar Handles registration, withdrawals & waiting lists. <u>Attends board mtgs. Must be bilingual.</u></p>	<p>Social Responsible for organizing the annual holiday party in December, parent's night out and other social events.</p>
<p>Website Coordinator Maintains and updates the school's website at optimal function.</p>	<p>Handyperson Performs odd-jobs around the school as required.</p>	<p>Laundry/Toys Washes class fabric items & toys as needed.</p>
<p>Scholastics Manage and distribute all orders.</p>	<p>Translator Translates school documents as needed.</p>	

Job choice, in order of preference:

Preferences indicated here will be followed as closely as possible.

1. _____
2. _____
3. _____

School tuition payment schedule

Program	Total	Admin + supplies fee* (due at time of registration)	Sept - May (amount due per month)	June (half month)
4 yr old (3 mornings + 1 afternoon)	\$2,865	\$60	\$295	\$150
4 yr old (3 mornings)	\$2,570	\$60	\$265	\$125
3 yr old (3 mornings)	\$2,055	\$60	\$210	\$105
2 yr old (2 mornings)	\$1,250	\$60	\$125	\$65

*A \$60 registration & supplies fee for the first child registered applies; there is a \$30 registration & supplies fee for each additional sibling registered for the same school year.

Cheques are to be dated the 1st of each month and are payable to Beaurepaire Nursery Group (or 'BNG'). They can be paid monthly as per the schedule, in one lump sum or in 2 equal payments. We do however require that each student be paid for separately, please do not combine siblings.

School Closure Dates

The school is closed a total of 30 days each school year, not counting the summer holidays (approximately 3 months). This includes 7 statutory holidays: Labour day, Thanksgiving, Christmas, New Year, Easter (2), Victoria day; 2 pedagogical days for parent-teacher interview preparation; 7 days over Christmas; 5 days in February/March for spring break; 2 floating pedagogical day; 2 professional development days for teachers.

Bylaw + Resolution Agreement

For the registration of (name of child) _____ in the _____ program. I, (name of parent) _____ understand that to have my child enrolled at Beaurepaire Preschool requires that I adhere completely to the by-laws and resolutions of the school. In part, these indicate my obligations as follows:

Tuition

- All cheques are to be dated the 1st of each month and are payable to **Beaurepaire Nursery Group**
- All cheques must be received upon registration to secure the child's spot.
- Cheques returned by the bank (non-sufficient funds) will be charged a penalty of \$7 the first time, \$10 the second and \$20 thereafter.
- Also enclose a cheque for \$60 (administration & supplies fee) plus \$30 (administration & supplies fee) for each additional sibling on the date of registration.
- In the event that the child is to be withdrawn from the school: see schedule 8 attached.

Health

- To keep my child at home if there is any question of illness (fever of 38.5° C+, vomiting, diahrea) and to advise the teacher. Children must be symptom free for 24 hours before returning to school.
- To authorize the teacher to send my child home (after contacting me or my designated emergency substitute) in the care of a responsible adult if he or she appears ill.
- To authorize that in the case of an emergency my family doctor or other qualified physician may be called and any appropriate medical treatment be given.
- To inform the school of any special instructions regarding my child's health and/or care and treatment in an emergency.
- Children on antibiotics should remain at home for 24 hours.

Claims for injury

- To waive, in the event of injury to my child while in the care of the school, all claims against the school in excess of that paid for from the public liability insurance carried by the school.

Having read and completed the information, I hereby apply for membership and admission of (name of child) _____ at Beaurepaire Preschool for the 2020-2021 school year, and agree to the conditions as described above.

Name: _____

Date: _____

Photo Permissions

Photographs are often taken during class time by the teacher and/or duty parent giving parents a little insight on their child's day. Please read the description below and either grant or decline permission for your child by typing an 'X' in the box.

Type of use	Grant Permission	Decline Permission
Open House Displayed to showcase our school to prospective families (printed on poster board or digital slideshow)		
Website		
Promotional Materials (flyers, brochures, posters...)		
Facebook Page (without tagging)		
Shutterfly (private page for class parents only)		

Please note: Your child's name will never be used on the website, on facebook or on any promotional materials.

SCHEDULE 8

CANCELLATION FORM

(CONSUMER PROTECTION ACT, S. 190)

To:
(name of merchant)

.....
.....
(address of merchant)

Date:
(date of sending of this form)

By virtue of section 193 of the Consumer Protection Act, I cancel the
contract (No . ..) made
(number of the contract (date when the
if indicated) contract was made)

at
(place where the contract was made)

.....
(name of consumer)

.....
(signature of consumer)

.....
.....
(address of consumer)

1978, c. 9, Schedule 8.