



Yorkton Nursery School Cooperative

Registration Form 2020-2021

29 Smith St. E, Yorkton, SK S3N 0H3

(306) 783-3533

yorktonnurseryschool@gmail.com

www.ynsc.ca

Hello and welcome to general registration for the 2020-2021 school year! To enroll in the 3-year-old class, children must be born on or before December 31, 2017. To enroll in the 4-year-old class, children must be born on or before December 31, 2016.

The class schedule for the 2020-2021 school year will be based on demand. Let us know if there are certain days that your child cannot attend, any requests for your child to be enrolled in the same class as one of their friends, or any other circumstances that we should consider when placing your child in a class. We will do our best to accommodate special requests.

All registrations must be completed in full and accompanied with a non-refundable \$25 registration fee to have a confirmed spot. If the registration fee is not paid when handing your form in, your registration will not be processed until the fee has been received. You can pay this fee by cash or cheque written to YNSC.

Tuition and fees are to be submitted at the Annual General Meeting that will be held in August 2020. **THE FEES WILL BE SET IN JUNE, WITH THE NEW BOARD.** (Last year's fees can be found on our website.)

This form along with the registration fee can be dropped off at the school, located at 29 Smith Street East (St. Andrews Church building), or mailed to the address above.

Thank you and feel free to contact us with any of your questions or concerns at **306-783-3533** or yorktonnurseryschool@gmail.com.

- YNSC Board of Directors

P.S. Be sure to follow Yorkton Nursery School Cooperative on Facebook to stay up to date with what's going on at school!



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Student Information				
First Name	Middle Name	Last Name	Preferred Name	Male or Female
Date of Birth	Month	Day	Year	Age (as of Dec. 31/20)
Home Address	PO Box/House #	Street	City & Province	Postal Code

Parent or Guardian Contact Information					
Mother		Father		Alternate or Legal Guardian	
First Name	Last Name	First Name	Last Name	First Name	Last Name
Home #		Home #		Home #	
Cell #		Cell #		Cell #	
Work #		Work #		Work #	
Occupation		Occupation		Occupation	
Place of Work		Place of work		Place of work	
Email					

Medical Information		
Student's Health Card #		
Family Physician		Phone #
<i>Emergency Contacts (other than parents or guardians)</i>		
Name	Phone #	Relationship to student
1.		
2.		

For office use only:	<input type="checkbox"/> \$25 registration fee received (Circle: cheque/cash/e-transfer)	Received by (Initials):
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Health Issues/General Concerns

(Please include physical limitations, sight, hearing, emotional, or social issues)

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Allergies (Include reaction)	
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Permission for Medical Care

I give consent for my child, _____ to receive any medical care necessary in the event that I am unavailable in an emergency. My child has the following specific drug allergies listed below:

Drug Allergies:

Signature	Date
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2020-2021 Enrollment Options

Our class schedule is based on demand. Students who enroll in a twice a week class will come on either Mondays and Wednesdays or Tuesdays and Thursdays. Students who enroll in a once a week class will come on Fridays. Please fill out the information below and you will be informed of your child's class times prior to the start of the school year.

3-Year-Old Program

<input type="checkbox"/> One Day/week (Fridays only)	<input type="checkbox"/> AM (9:15-11:15)
<input type="checkbox"/> Two Days/week	<input type="checkbox"/> AM (9:15-11:15) <input type="checkbox"/> PM (12:30-2:30)

4-Year-Old Program

<input type="checkbox"/> One Day/week (Fridays only)	<input type="checkbox"/> AM (9:15-11:45)
<input type="checkbox"/> Two Days/week	<input type="checkbox"/> AM (9:15-11:45) <input type="checkbox"/> PM (12:30-3:00)

**Classes are subject to change based on enrollment.*

Special Requests:

--

Pre-kindergarten Registration

Have you or will you be enrolling your child in a Pre-kindergarten Program? (Please circle)

YES*

NO

***If you have chosen YES please read the following:** Preference will be given to those children solely enrolling in the Yorkton Nursery School Cooperative. Once confirmation of your child's acceptance or non-acceptance into the Pre-kindergarten program has been confirmed, then and only then will they be added to the class you have requested, and only if space is available. **It is the responsibility of the parent/guardian to contact the YNSC to confirm whether their child will be attending YNSC or Pre-kindergarten.**

Parent Helper Information

Parent helpers are a vital part of our program and we need your help to make it a success. It is the responsibility of the scheduled parent helper(s) to provide **juice and/or snack for ALL** attending children in the class on their scheduled day. Schedules will be made by a parent in the class and posted half a year at a time. Are you able to participate as a parent helper periodically during class time through the school year? (Please circle)

YES

NO

If NO, then please check off one of the options below:

I will provide a substitute replacement (grandparent, friend, etc.) as well as the juice/snack according to the schedule.

I will opt to be a **LIMITED PARTICIPATION (LP) PARENT** and pay an additional fee for the replacement worker. If you choose this option, a replacement worker will be arranged by the school ahead of time, but **you will still be responsible for providing a snack/juice for your child's class as per the schedule.**

Board of Directors (Volunteer) – Interest

The YNSC requires the help and cooperation of all our parents and guardians to continue successful operation of our program. Our board depends on active parent/guardian participation. The Board of Directors holds regular monthly meetings. If you want to share valuable input and aid in the success of our school, please indicate your position preference below:

	Vice-chairperson (2 year term, 2 nd year as Chairperson)
	Secretary
	Treasurer
	Assistant Treasurer
	Fundraising Coordinator
	Fundraising Assistant
	Media Director
	Teacher Liaison
	Historian
	Member at Large

Your contact information (phone & email) if you want to be part of the board:

Thank you for your interest! Someone from our current board will be in contact with you.

Toileting and Accidents

We encourage parents to have their child use the bathroom before class. While at school, children may use the bathroom at any time. We encourage children to be self-sufficient in all areas of toileting and encourage parents to reinforce their independence. If assistance is required, your child will be accompanied by the parent helper, who will wait outside the unlocked bathroom door waiting to assist the child as needed.

We require all students to be fully toilet trained, unless medical issues prevent this.

Accidents: If a bathroom accident happens the parent helper will change the child's clothing and help clean them in the bathroom. If this arrangement is unsatisfactory for the parents, they will be notified and can make arrangements to come to the school and clean the child themselves.



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Contact Consent Form 2020-2021

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In accordance with Canada's Anti-Spam Legislation (CASL) we are required to obtain consent to contact you with any commercial electronic messages (CEM).

A CEM is any electronic message, such as an email, text message, or instant message, which encourages participation in a commercial activity. The commercial activity of the YNSC includes, but is not limited to, fundraisers and sales of items such as school photos and school clothing.

The teachers and the Board of Directors may use emails, text messages, or instant messaging to keep parents up to date with the operations of the school. By providing consent, you may be added to these lists. If consent is not given, you will only be contacted through email for situations that have no commercial aspect, such as meeting dates or health concerns at the school.

Your information will only be used by the YNSC and will not be distributed to any other person or agency. Information will only be released with your approval or when required by law.

Please fill out the information below and return it to school with the registration form.

I give my permission for the Yorkton Nursery School Cooperative Board and teachers to contact me using electronic messages, which may include commercial activities as described above.

Print Parent/Guardian Name

Student's name

Email Address

Signature

Date



Yorkton Nursery School Cooperative

Photo Consent Form 2020-2021

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Throughout the year we will be taking photos and videos of the children to be displayed in the school.

Occasionally we may use these photos and videos for promotional activities such as trade shows, advertisement in the local newspaper, and on our website and other social media. We use these photographs to share the educational experiences of our students with other families and the community. Your child's name will not be included in any external publications.

Be aware that other parents in the school or anyone attending a public event (e.g. our Christmas concert), may be taking photos or videos of the children for personal use. As a result, your child may be included in those photos or videos. The Yorkton Nursery School Cooperative is not able to restrict how anyone uses these images, but we ask that our members use discretion when posting any photos or videos that include children other than their own.

This form must be filled out and submitted with the registration form to the Yorkton Nursery School Cooperative. Promotional activities include **Facebook, Instagram, Twitter, local media, or the YNSC website.**

- I **GIVE** permission for the YNSC to use photos and/or videos of my child in all promotional activities. (Facebook, Twitter, Instagram, media, website)

- I **DO NOT GIVE** permission for the YNSC to use photos and/or videos of my child in all promotional activities. (Facebook, Twitter, Instagram, media, website)

Child's Name: _____

Parent's Name: _____

Parent's Signature: _____

Date: _____

Parent/Guardian Contract

This contract must be signed and returned with completed Registration Form.

Agreement between YNSC and

Parent/Guardian's Name

I wish to enroll my child

Child's Full Name

in the Yorkton Nursery School Cooperative. I understand and agree to the following conditions:

1. I will act as a participating parent helper for each child I have enrolled when my turn arises. If I am unable to participate on any occasion I will be responsible for finding an appropriate substitute and notifying the teacher. I will not bring my other children to the school on the days I assist.
2. I will pay a non-refundable fee of \$25 per child. This includes the membership fee, insurance fee, and administration fee.
3. I understand that all fees will be determined annually, prior to the start of the new school year, by the incoming Board of Directors.
At the Annual General Meeting in August, I will pay my tuition fees in one of two ways:
 - September's tuition paid up-front, followed by monthly automatic withdrawals from October to May, which will be set up by completing a preapproved debit form, or
 - one lump sum payment for the full year's tuition, paid by cash, cheque, or e-transfer sent to yorktonnurseryschool@gmail.com.Fundraising fees and Limited Participation fees must be paid at this time as well. All fees must be paid prior to the first day of classes. Your child WILL NOT be allowed to attend class until fees have been paid.
4. There will be a \$35 surcharge on all NSF (non-sufficient funds) cheques, to be paid immediately and a 15% charge per month on all outstanding balances past 30 days. If payment is not made within 60 days, your child will be asked to discontinue classes until the account is cleared.
5. I understand that my child is to be toilet trained before attending nursery school.
6. I will direct questions about the program or my child's progress to the teacher. I will direct questions about the administration to the Board of Directors.
7. If I wish to withdraw my child, I will inform the school in writing. *In order to receive a*

full refund of all remaining tuition, written notice must be received by the 15th day of the month prior to the withdrawal. No refunds will be made for a child withdrawn in the last month of school.

8. I will assume responsibility for my child's transportation to and from the classroom. Children must be accompanied into the classroom and their arrival acknowledged by the teacher. *If someone other than the parent is picking up the child, the teacher must be notified.*
9. I will not bring my child to school if he/she is ill and will notify the teacher of the absence. I will not attend as a parent helper if I am ill and will notify the teacher of my absence. I will attempt to find someone to come on my behalf or to trade with another parent.
10. I will act in accordance with the YNSC policies and procedures, which include, but are not limited to, *no abusive language and no loitering after dropping off my child.* Failure to do so may result in membership termination and immediate withdrawal of my child.
11. I understand that Christmas and Easter themes involve a Christian belief. If our family has differing beliefs, those beliefs will be discussed with the teacher.
12. I understand that if I choose, for any reason, that my child will not attend one or more classes, no refund of fees will be made.
13. I understand that in the event that my child's behavior is a frequent concern, my child's teacher will discuss an appropriate course of action with me. Once all possible alternatives have been explored, it may be decided that my child's needs would be better served in another environment.

Signature:

Date:

Duplicate Copy of Parent/Guardian Contract

****PLEASE DETACH THIS COPY AND KEEP IT FOR FUTURE REFERENCE.****

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