

Church By The Sea School Enrollment

2024-2025 School Year

Name of Child _____ Birthdate _____

For the convenience of our parents, three payment plans are available: a single payment, semi-annual payments, or a monthly installment plan (including a carrying charge). Semi-annual payments are due June 1, 2024 and January 6, 2025. The monthly payment plan requires the first payment to be made by June 1, 2024 followed by eight monthly payments due the first of each month beginning on September 1, 2024, with the last payment due on April 1, 2025. Payment is required whether or not the student attends school that month with no allowance for days missed. A \$25 late fee will be added to those payments not received by the 10th of the month. A 5% discount will be given to all siblings of currently enrolled students **or** active and pledging Church By The Sea members. One discount per family.

A tuition deposit is required upon enrollment for the Care Bear, Koala, Teddy and Panda classes. **All tuition deposits are non-refundable and non-transferable**, however, the tuition deposit will be applied toward the outstanding tuition balance. There is an application fee of \$100 for all new students.

2024-2025 Tuition and Fees

Class	Tuition Deposit to Enroll	Tuition	Single Payment	Semi- Annual Installments	*Monthly Installments
Due Date	Pay at time of enrollment		6/1/2024	6/1/2024, 1/6/2025	6/1/2024 & Sept-April
Care (T, TH)	\$500	\$4,700	\$4,200	\$2,100	\$475
Care (M, W,F)	\$500	\$6,800	\$6,300	\$3,150	\$710
Care / Koala/ Teddy (M-F)	\$500	\$8,550	\$8,050	\$4,025	\$905
Panda (M-F)	\$500	\$9,000	\$8,500	\$4,250	\$955

* Monthly installments include a carrying charge.

- At time of enrollment, pay tuition deposit, and application fee (if new student).

- June 1, 2024 - pay first payment of selected payment plan.

- September 1, 2024 - pay 2nd monthly installment if paying monthly.

- January 6, 2025- pay 2nd payment if paying semi -annually

- TUITION AND FEE PAYMENTS ARE NON REFUNDABLE, EVEN IF STUDENT INVOLUNTARILY CANNOT ATTEND OR WITHDRAWS.

- Koala, Teddy and Panda classes are only offered as 5 days per week programs.

Please enroll my child as a student at Church By The Sea School. I understand that the school reserves the exclusive right of pupil placement and no reduction can be made for absence, voluntary or involuntary withdrawal. I understand that I am obligated for the full year's tuition and fees. I have read and understand all of my above stated obligations.

Signature Parent / Guardian

Date

Financial Contract

2024-2025 School Year

Name of Child _____
Last First Middle Initial

Address _____

City/State _____ Zip Code _____

I hereby enroll the above child for the 2024-2025 school year. Enclosed with this contract is my non-refundable, non-transferable registration payment and tuition deposit. I understand that Church By The Sea School shall reserve the exclusive right of pupil placement.

___ Parents are currently active and pledging Church by the Sea members qualifying for 5% tuition discount.

or

___ Child is the sibling of a currently enrolled CBTSS Student qualifying for a 5% tuition discount. One discount per family.

I choose to be billed in ONE of the following three methods. Please check your selection.

___ Annual: One payment due June 1, 2024

___ Semi- Annual: Two installments of tuition on June 1, 2024 and the balance of tuition one January 6, 2025.

___ Monthly: Nine installments. The first installment is due on June 1, 2024. The remaining eight installments are due on the first of each month beginning September 1, 2024 and concluding on April 1, 2025.

Name of person responsible for payment _____

Address (if different from above) _____

City/State _____ Zip Code _____

Telephone _____

I have read and agree to abide by this financial contact and all of the obligations as stated above.

Signature Parent / Guardian

Date

School Registration

2024-2025 School Year

Name of Child _____

Last

First

Middle Initial

Preferred Name _____ Sex _____ Birthday _____

Address _____

City/ State _____ Zip Code _____

New Student. Returning Student

Parent Information

Father's Name: _____

Mother's Name: _____

Contact Number: _____

Contact Number: _____

Email Address: _____

Email Address: _____

Occupation: _____

Occupation: _____

Who has legal custody of the child? _____

Church Membership _____

Other Schools Attended _____

Any Additional Information: _____

I understand this is a parent cooperative Christian school administrated by the Church by the Sea and I accept the school's philosophy of Christian education.

I am enclosing a non-refundable registration fee and a tuition deposit.

Signature Parent / Guardian

Date

Emergency and Medical Information

2024-2025 School Year

Name of Child _____

Last

First

Middle Initial

Please list persons to be contacted in case of illness, accident or emergency, if for some reason the parent or guardian cannot be reached. These persons are authorized to remove the child from our facility and are responsible enough to make decisions for the safety and well-being of your child.

Name _____ Name _____

Relationship _____ Relationship _____

Contact Number _____ Contact Number _____

Child's Physician _____

Child's Dentist _____

Preferred Hospital _____

Insurance Co. _____

Is there any health (medical, physical, emotional) information the school should know about your child?

Is your child on any medication? Please list: _____

Please attach two standard health certificates for your child and a copy of your child's birth certificate. State law requires that no child will attend the first day of class without the two required Florida Health forms. Forms DH3040 and DH680 can be obtained from your family physician. At all times during the school calendar year, your child's immunizations must be current and up to date.

NO STUDENT WILL BE ADMITTED WITHOUT HEALTH FORMS.

I agree that the above information is correct to the best of my knowledge and I will provide the school office with an emergency contact card for my child's file.

Furthermore, I authorize medical treatment for my child in case of emergency.

Signature Parent / Guardian

Date

Child Care Licensing Substantial Compliance Information

2024-2025 School Year

Name of Child _____

Last

First

Middle Initial

Article II, Standards for Substantial Compliance under Chapter 7 of the Broward County Ordinance, requires that all religious schools must comply with Child Care Licensing and Enforcement Services Substantial Compliance Rules. Please read and sign the following agreement acknowledgments.

Discipline: Church By The Sea School protects the rights and privileges of children while fostering nurturance and warmth. Discipline is designed to correct an unacceptable behavior pattern and will be administered in such a way as to preserve the child's dignity. Corporal punishment (spanking) is never used. Procedures such as redirection, or on rare occasions being sent to the Office, are used with all children in our school. Church By The Sea School strives to collaborate with parents concerning chronic problems. If all efforts fail, and a child still requires a disproportionate amount of the teacher's attention or is a disruption to the class, the parent will be asked to withdraw the child.

Snack: Parents and the school are urged to work cooperatively to ensure that the children are provided with nutritious snacks. Parents should provide a nutritious mid-morning snack for their child each day.

Emergency Release: In the event a medical emergency arises during the time that a child is under the supervision of the staff of Church By The Sea School, every attempt will be made to contact the parent/guardian of the child or other authorized person(s) immediately, based on the emergency contact information provided by the parents/guardian.

Child Release: According to the Broward County Code of Ordinance 7-8.10, Release of Child:

- a) No child shall be released to any person(s) other than the person(s) authorized by the parent or guardian and listed on the enrollment card or its equivalent. Any person(s) authorized to take a child from the school, other than the child's parent or guardian, must present picture identification to the employees of the facility before a child is released.
- b) The child's parent or guardian must send in written authorization if the child is to be picked up by another individual other than the predetermined individual(s) identified on the registration form. The authorized individual must present picture identification to the employees of the facility before the child is released.
- c) If an emergency should arise while your child is in school, and your child must be picked up by an individual not listed with the school, please call the front office to let them know who will be picking up your child. The authorized individual must present proper identification to the employees of the facility before the child is released. DO NOT leave a message on the answering machine to authorize another individual to pick up your child.
- d) The school shall immediately notify the Department of Children & Family Services and the local police department or the Broward County Sheriff's Office in the event a child is not picked up by an authorized person listed on the enrollment card or its equivalent within four hours after the scheduled closure time of the facility.

I, _____, have received in writing the disciplinary, snack, emergency release and child release policies used by Church By The Sea School. My signature verifies that I have been notified in writing of the aforementioned practices and policies.

Signature Parent / Guardian

Date

Policies and Procedures Acknowledgment

2024-2025 School Year

Name of Child _____

Last

First

Middle Initial

Arrival and Dismissal: Please drop off your child in the classroom. If you wish to arrive early, the playground is available for your use. Class preparation is in progress during this time and teacher supervision for your child will not be available. Late arrivals are very disruptive to the class so please be prompt! After 15 minutes past dismissal time, your child will be included in our extended day program and a fee of \$25 will be imposed.

Extended Day: Extended day is available in the afternoon for an additional fee. Children must be fully potty-trained. Please inquire with the office for additional details.

Dress: We suggest bringing your child in washable play clothes since some of our most enjoyable activities are quite messy. Also, for safety purposes, please bring your child to school in closed-toe shoes. An extra change of clothing should remain in the classroom for those accidents that may happen.

Health: Please do not bring your child to school if your child has any signs of illness such as cough, runny nose, diarrhea, or fever. It only takes one child to infect the entire class and ultimately the entire school. If your child shows signs of illness while attending school, we will contact you immediately and request that you pick up your child. Church by the Sea School does not administer medication. Students should be fever-free for 24 hours before returning to school.

Playground: Our playground is available to you and your child before class. Remember that you are responsible for your child's safety, so please supervise your child. The specific rules stated in the parent manual must be adhered to by both parent and child. Please review these rules with your child and/or supervising adult. Playground privileges may be revoked.

Severe Weather Plan: In the event of severe weather, Church by the Sea School administration will make decisions about school closure. In general, we follow the decisions made by Broward County Public Schools. Stay tuned to weather reports on local television and radio stations for status updates. Should the choice be made to dismiss during the school day, parents will be notified by the school.

Registration: Registration for all current students and children of church members will open first. Once complete, open registration for the remaining seats will occur. An enrollment application must be submitted along with a non-refundable tuition deposit and current financial contract to secure class placement in next year's classes.

Communication: Communication is the basis of a happy parent-teacher relationship. If you have any questions, concerns or complaints, please feel free to contact us at 954-467-0218. We do appreciate your input. The policies and procedures are published in the school handbook for your convenience. Please understand that your child's name, as well as, your name, address and telephone number will be published in the Parents' Club directory. If you do not wish this information published, please advise the school office.

I have read and agree to abide by all the policies of Church by the Sea School. I understand that I am responsible for explaining these rules to my supervising adult.

Signature Parent / Guardian

Date

Policies and Procedures Acknowledgment II

2024-2025 School Year

Parking Policy Statement

Church by the Sea School is always concerned about your child's health and safety. Please park in the parking lot designated for Church By The Sea School and walk your child into the school. Please read and sign the following to acknowledge your acceptance of the parking rules.

1. Please enter and exit the church parking lot very slowly.
2. Please hold your child's hand when entering the parking area. If you are in charge of more than one child, please have the children hold hands and maintain control of the children at all times in the parking lot.
3. Please inform any adult responsible for picking up your child of the necessity for using extra caution in the parking lot. For non-English speaking, responsible adults you must inform them of these parking lot rules and make them personally responsible for your child's safety.

I have read and agree with the aforementioned parking policy statement.

Signature Parent / Guardian

Date

Photo Release Permission Form

In exchange for the student's admission to Church By The Sea School, the parent hereby authorizes and agrees to the use by Church By The Sea School of the student's photographic image or likeness in promotional materials, newsletters, brochures, videos, or other media or materials produced by or at the request of Church By The Sea School and distributed for informational or promotional purposes.

Signature Parent / Guardian

Date

Non- Discrimination Statement

At the Church by the Sea School, we believe each student is an individual creation of God and we do not discriminate according to race, religion or ethnicity. We also believe in the importance of fostering a love for God from the very beginning. We are committed to providing an inclusive and welcoming environment for all members of our staff, children and families we serve, and volunteers.