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## **ABOUT OUR SCHOOL**

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### **Purpose**

It is the purpose of Happyland Day School to provide a quality, Christian environment for the children of this community. We value the families of the school and work to maintain a strong relationship with all family members. Through creativity and individualized learning, Happyland provides a nurturing environment with programs of educational activities, social development, and personal growth as a basis for future success.

The school is governed by the Happyland Board of Directors and is responsible to the Session of the First Presbyterian Church of Fort Lauderdale. Corey Thiel is the Principal of Happyland Day School and Steve Wofford is the Church Business Administrator.

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### **Accreditation**

Happyland is licensed by the Florida Department of Children & Families and the Board of County Commissioners of Broward County and is an 8 time recipient of their Gold Seal Award. Our school boasts a tradition of over seventy years of excellence in preschool education and child care.

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### **Programs**

Happyland encompasses programs for children ages 22 months through Kindergarten.

PLEASE NOTE: Children must have reached the appropriate age for their class by September 1<sup>st</sup> of the year of enrollment.

**TUESDAY/THURSDAY TWO YEAR OLD CLASS:** This class is available for children who are 22 months of age by September 1<sup>st</sup> of the year of enrollment. Close supervision and loving care are provided in a structured environment and the class is developmentally appropriate for each child.

**PRE K-2:** We offer a five-day class and a three-day class (Monday/Wednesday/Friday) to children who will be 24 months by September 1<sup>st</sup>. These structured classes provide social interaction and an introduction to the classroom experience.

**PRE K-3:** We offer a 3 day and a 5 day program. This program encompasses a curriculum that encourages social interaction while still meeting the benchmarks necessary to successfully move on to our four year old program. It provides many activities for students to practice intellectual skills and to feel successful and self-confident while developing positive social interaction.

**PRE K-4:** This program provides a positive climate for further concentration of math and reading skills as well as a continuing development of listening and social skills. The curriculum has a strong phonics foundation, an introduction to writing through journaling, and a hands on math program that includes technology.

**KINDERGARTEN (AGE 5):** Kindergarten is special time where curriculum encourages independent thinking while continuing to develop reading and math skills through hands on learning. Children continue to build strong phonics skills that help ensure a solid foundation for reading success. Writing becomes an integral part of each day and a way for students to express feelings and creativity. Math is an important part of each day with morning meetings and hands-on center activities.

**Extracurricular Programs:** Programs such as Science, Music, and Physical Education are incorporated each week by teachers with special training in each subject area. These programs add excitement to the day and encourage the development of a well-balanced child.

**Extended Day Program:** Happyland offers an extension to the day in the morning and afternoon for an additional fee. We are open from 7:30 AM-5:30 PM.



## CHILD ENROLLMENT INFORMATION

### STUDENT INFORMATION

Name (Last) (First) (Middle) Gender

Child's Home Address (Street address) Date of Birth

(City) (State) (Zip) Primary Phone Number (Type)

Lives with:

- Mother     Father     Both Parents  
 Other \_\_\_\_\_

### PARENT/GUARDIAN INFORMATION

Parent/Guardian Name Parent/Guardian Name

Relationship to Child Relationship to Child

Home Address Home Address

Email Email

Primary Phone (Type) Primary Phone (Type)

Other Phone (Type) Other Phone (Type)

Employer Employer

Job Title Job Title

Driver's License Number Driver's License Number

Parents are:

- Married                       Separated                       Partnered  
 Not Married                       Divorced                       Other

If parents are divorced or separated, who has legal custody of the child?

Is either parent forbidden by court order from having equal access to the child or the school records?

- Yes     No

If divorced, indicate procedures and/or restrictions that may affect Happyland Day School's care for your child:

## CHILD RELEASE INFORMATION

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### AUTHORIZED PICK UP

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Child's Full Name \_\_\_\_\_

Persons permitted to pick up child:

Mother       Father       Both Parents

Is there any court order restricting visitation of your child? If so, please list:

\_\_\_\_\_ Relationship \_\_\_\_\_

\_\_\_\_\_ Relationship \_\_\_\_\_

**Please list at least one individual authorized to pick up your child.** The school will not release your child to anyone who is not authorized on file. The following people can be contacted and are authorized to remove the child from the facility in case of illness, accident, or emergency, if for some reason, the custodial parent or legal guardian cannot be reached. It is your responsibility to update this form with current phone numbers or name changes. The authorized pick-up person may be asked to show a photo ID upon arrival.

\_\_\_\_\_ Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

\_\_\_\_\_ Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

\_\_\_\_\_ Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

\_\_\_\_\_ Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_

\_\_\_\_\_ Name \_\_\_\_\_ Phone \_\_\_\_\_ Relationship \_\_\_\_\_



## FAMILY QUESTIONNAIRE

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### AT HOME

Please list all persons living in the home with the child:

_____	_____
Name	Relationship
_____	_____
Name	Relationship
_____	_____
Name	Relationship
_____	_____
Name	Relationship
_____	_____
Name	Relationship

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### ADDITIONAL INFORMATION

Has your child ever been in preschool/childcare before?

Yes       No

If yes, please list where and reason for leaving:

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How were you referred to our school?

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Please list any food or medical allergies:

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**FAMILY QUESTIONNAIRE** continued

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**ADDITIONAL INFORMATION** continued

Church/Religious Affiliation:

First Presbyterian Church Member     Other (please list) \_\_\_\_\_

Are you interested in learning more about First Presbyterian Church of Fort Lauderdale?

Yes                       No

Name: \_\_\_\_\_

Cell: \_\_\_\_\_

If yes, which of the following ministries are of interest to you?

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Children's Ministry            | <input type="checkbox"/> Youth and College Ministry | <input type="checkbox"/> Young Adult Ministry |
| <input type="checkbox"/> MOPs (Mothers of Preschoolers) | <input type="checkbox"/> Adult Education Ministry   | <input type="checkbox"/> Music Ministry       |



**MEDICAL EMERGENCY PROCEDURES**

**EMERGENCY TRANSPORT CONSENT**

I understand that no emergency treatment will be given without parental consent except in a life-threatening situation. Since informed consent must be given at the time of the incident, please provide numbers where parents, guardians, or a responsible adult may be reached daily. In case of a medical emergency while your child is attending Happyland Day School the following procedure will be followed:

**Happyland Day School will contact parents/guardians as follows:**

_____	_____	_____
First parent to be contacted	At (phone)	Or (phone)
_____	_____	_____
Second parent to be contacted	At (phone)	Or (phone)
_____	_____	_____
Guardian to be contacted	At (phone)	Or (phone)

**If parents/guardians cannot be reached, Happyland Day School will contact these local persons for emergencies:**

_____	_____	_____
Name	Phone	Relationship
_____	_____	_____
Name	Phone	Relationship

**Happyland Day School may also try to contact your child's physicians:**

_____	_____
Child's Physician	Phone
_____	_____
Street Address of Physician	City, State, Zip
_____	_____
Child's Dentist	Phone
_____	_____
Street Address of Dentist	City, State, Zip

**May Happyland Day School contact another physician if the one listed above is unavailable?**

Yes       No

_____	_____	_____
Hospital Preference	Insurance Company	Policy Number

**MEDICAL RELEASE**

I grant permission for my child to use all of the play equipment and participate in all activities of the center. I give Happyland Day School authorization to seek emergency medical treatment for my child. Happyland Day School will arrange emergency transportation to the nearest medical facility if necessary. Due to safety regulations, injured or ill children must be transported to a hospital by paramedics or ambulance. They cannot be transported by school personnel. I give any health facility or physician permission to provide medical treatment for my child as necessary in an emergency situation that may arise at Happyland Day School. I also authorize Happyland Day School to have my child released into the custody of its representative, should hospital care no longer be required. This release is to be used only in case of emergencies.

I will take full responsibility for payment of all medical services, including transportation, tests, and any fees involved with medical care received, which might be rendered due to any emergency situation that may arise at Happyland Day School.

_____	_____
Signature of Parent/Legal Guardian	Date



## NUTRITION AGREEMENT

### ALTERNATE NUTRITION PLAN

In accordance with the Broward County Child Care Ordinance/Family Child Care Ordinance, parents and the child care facility/home are urged to work cooperatively to assure that children are provided with nutritious snacks and meals where lunches are not provided by the facility/home.

Please read the following carefully, sign, and return as soon as possible to: Happyland Day School.

The facility/home agrees to provide a nutritious:  
(Operator/Director checks those which apply.)

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Breakfast     | <input checked="" type="checkbox"/> Mid-morning Snack | <input checked="" type="checkbox"/> Mid-afternoon snack |
| <input type="checkbox"/> Evening snack | <input type="checkbox"/> No meals or snacks provided  |   |

The parent/guardian agrees to provide a nutritious:  
(Parent/Guardian checks those which apply.)

- |  |                                |  |
|--|--------------------------------|--|
| <input type="checkbox"/> Mid-morning Snack | <input type="checkbox"/> Lunch | <input type="checkbox"/> Mid-afternoon snack |
| <input type="checkbox"/> Supper            |                                |  |

I have read the preceding and agree to meet the child's nutritional needs as defined above:

<u>Corey Thiel</u> Principal Signature	<u>January 12, 2017</u> Date
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_____ Parent/Guardian Signature	_____ Date
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## TUITION AND ENROLLMENT

### HOURS AND ANNUAL RATES

**School Hours**

PK-2 and PK-3	9:00 AM – 1:00 PM
PK-4/Kindergarten	8:40 AM – 1:40 PM

	<b>Annual Rate</b>	<b>*FPC Church Member Rate</b>
<b>PRE K-2 TUESDAY/THURSDAY</b> (Must be 22 months by 9/1)	<b>\$4,000</b>	<b>\$3,800</b>
<b>PRE K-2 MONDAY/WEDNESDAY/FRIDAY</b>	<b>\$5,770</b>	<b>\$5,470</b>
<b>PRE K-2 5 DAY CLASS</b>	<b>\$7,300</b>	<b>\$6,900</b>
<b>PRE K-3 MONDAY/WEDNESDAY/FRIDAY</b>	<b>\$5,770</b>	<b>\$5,470</b>
<b>PRE K-3</b>	<b>\$7,300</b>	<b>\$6,900</b>
<b>PRE K-4</b>	<b>\$7,500</b>	<b>\$7,000</b>
<b>KINDERGARTEN</b>	<b>\$7,100</b>	<b>\$6,600</b>

*Siblings receive a \$500 discount.*

*\* Member rates apply to active and contributing members of First Presbyterian Church of Fort Lauderdale.*

### ADDITIONAL PROGRAM HOURS AND ANNUAL RATES

<b>Extended Day</b>	<b>Hours</b>	<b>Annual Rate</b>
Extended Day Program	8:00 AM – 5:30 PM	\$1,950 PreK 4 & K, \$2,300 for 2s,3s
<i>*Only students registered until 5:30 are permitted to attend Holiday Child Care</i>		
<i>*A deduction of \$500 will be given for families that do not require early care and will be arriving at regular start times.</i>		
Extended Afternoon (for napping 2's & 3's)	1:00-3:00	\$1,100
Early Care (available for extended day students)	7:30 AM – 8:00 AM	\$500
Stay and Play (only for 2s and 3s with older siblings)	1:00 PM -1:40 PM	\$550





## ENRICHMENT CLASSES

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### DESCRIPTION

**Ballet:** (Ages 2 and up) Our preschool dance program lays the groundwork for future dance study across a variety of genres by working on prerequisite skills and concepts. A love of dance is fostered through a creative and age-appropriate approach to instruction.

**Creative Minds:** (Pre K and K) Creative Minds incorporates arts, crafts, cooking and more. This class fosters creative development while encouraging imagination, self-expression, and social interaction. This program is taught by Susan Kennedy, who is one of the Happyland teachers, on either Tuesday and Thursday afternoons or Monday and Wednesday afternoons.

**Drama:** (Pre K and K) Utilizing creative play, students explore the range of their imaginations through theatre games, music, movement, and children's literature. It nourishes the development of self-confidence, problem-solving skills, and working together with a team.

**Fun and Fitness:** (Ages 2 and up) In this class, students learn skills, drills, relays, and soccer! This program is taught by Terri Wilson, who is trained in Early Childhood Physical Education. It is a fun introduction to rudimentary sports instruction and encourages team activities, sportsmanship, and exercise.

**Hip Hop:** (Ages 2 and up) This is the perfect class for kids who just love to dance! Student will move, groove, and have fun while developing a love for the Arts.

**Beakers and Bugs:** (Pre K and K) This class offers a hands-on learning experience that fosters a love of Science with experiments, hands on activities, and art. Through age appropriate labs students learn that they can be a scientists too!

**S.T.E.M. Workshop:** (Pre K and K) Building a solid foundation of Science, Technology, Engineering, and Mathematics, this class will include building, gardening, mathematics games, and an introduction to computer coding for kids! Students will have a blast and won't realize that all the fun is actually full of learning important concepts for future success!

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### ENRICHMENT FEES

Price per class \$16

Price per 8 week session \$128 Creative Minds meets twice a week for 8 weeks \$240 (\$25 Supply Fee)

\*Extended Day and Extended Afternoon Students receive 15% discount

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**ENROLLMENT FORM**

In order to complete your registration, the following **MUST** be submitted to the school office:

1. Completed Registration Forms, including ACH form for August 1<sup>st</sup> payment (new students only)
2. Supply Fee and Registration Fee are both non-refundable and due at registration.  
 Registration: \$150  
Supply Fees  
 2 day program: \$150  
 3 day program: \$225  
 5 day PK2 & PK3: \$250  
 PK4 & K: \$350

Child's Name \_\_\_\_\_

Enrollment Date \_\_\_\_\_

In order to enter a program, your child must be the designated age for that class by 9/1 of the year in which he/she is registering. Class placement is based on availability and is made at the discretion of the Principal of Happyland Day School and the Happyland Day School Board of Directors.

**Enrolling in the following program: (please check all that apply)**

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Two Year – 5 Day       | <input type="checkbox"/> Two Year – M/W/F   | <input type="checkbox"/> Two Year – T/Th  |
| <input type="checkbox"/> PreK 3 - 5 day         | <input type="checkbox"/> PreK 3-M/W/F   | <input type="checkbox"/> Stay and Play *siblings of PreK & K only   |
| <input type="checkbox"/> PreK 4                 | <input type="checkbox"/> Kindergarten   | <input type="checkbox"/> Extended Day (8:00-5:30)<br>(Includes 10 days of childcare during holiday camps) |
| <input type="checkbox"/> Early Care (7:30-8:00) | <input type="checkbox"/> Extended Afternoon (1:00-3:00)<br>(Does not include holiday childcare) |   |

**Payment Options:**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> 1 payment<br>Tuition due in full by August 1, 2016<br>(4% discount) | <input type="checkbox"/> 2 equal payments<br>50% payment due by August 1, 2016<br>with the remaining 50% due by<br>January 8 ,2018 (2% discount) | <input type="checkbox"/> 10 equal payments<br>10% payments due by the first of<br>each month August through May |
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## FINANCIAL AGREEMENT

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### INITIAL BELOW

\_\_\_\_\_ **Payment of Tuition**

Payments received after the 10<sup>th</sup> of the month will be considered late, and a \$5.00 late fee will be incurred each week following the past due amount.

\_\_\_\_\_ **Registration and Supply Fees**

I understand that a NON-REFUNDABLE registration fee and a NON-REFUNDABLE supply fee for new and returning students shall be paid at the time of registration prior to enrollment.

\_\_\_\_\_ **Notification of Withdrawal**

I agree to notify the school office in writing at least two weeks in advance when withdrawing my child/children from Happyland Day School, or I will be responsible for the full month's tuition.

\_\_\_\_\_ **Late Fees**

A \$1 per minute fee will be charged after the 5:30 pm closing time of the school. At 5:45 pm, an additional \$10 fee will be charged. At 6:00 pm, another \$10 charge will apply and continue to be charged each 15 minute increment following. These \$10 charges are in addition to the \$1 per minute fee that applies.

\_\_\_\_\_ **Aftercare**

There is a \$20.00 charge per day for half day children staying until 3:00 PM, and a \$30.00 charge per day for half day children staying until 5:30 PM

\_\_\_\_\_ **Illness and Vacation**

I understand that sick/vacation days will not be deducted from the regular monthly tuition rate.

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## HAPPYLAND DAY SCHOOL POLICY

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### ENROLLMENT

1. In order to enter a class, your child must be the designated age for that class by September 1<sup>st</sup> of the year in which he/she is registering.
2. **Registration packets received without payments will not be processed until receipt of payment.**
3. The following **MUST BE COMPLETED PRIOR TO YOUR CHILD'S FIRST DAY OF ENROLLMENT**:
  - a. Original Florida Health Forms 680 and 3040 must be turned into the school office. These forms may be obtained from your child's pediatrician. **Without these forms, your child WILL NOT BE ALLOWED TO ATTEND Happyland Day School until such time as both forms have been turned into the school office.**
  - b. All application and enrollment forms must be completed and turned into the school office.
  - c. The Supply Fee and registration fee must be paid.
4. Class placement is made at the discretion of the Principal and the recommendation of the current classroom teacher.

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### ARRIVAL AND DISMISSAL PROCEDURE

1. Each child **MUST BE ESCORTED** into his/her classroom by an adult.
2. Each child **MUST BE PICKED UP** from his/her classroom by a parent or parent designee. Children will be released **ONLY** to those persons listed on the Child Release Information section of this packet.

I have read and initialed the attached Happyland Day School Financial Agreement and have read the attached Happyland Day School Policy, and agree to the terms and conditions therein.

  
\_\_\_\_\_  
Signature of Principal

\_\_\_\_\_  
Signature of Parent

