

2018 – 2019 Registration for New Students



**Happyland
Day School**
FIRST PRESBYTERIAN CHURCH OF FT. LAUDERDALE

ABOUT OUR SCHOOL

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.

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.

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 1st of the year of enrollment.

PRE K-2: (TUESDAY/THURSDAY) This class is available for children who are 22 months of age by September 1st 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 1st. These structured classes provide social interaction and an introduction to the classroom experience.

PRE K-3: We offer a three day and a five day program. This program encompasses a curriculum that encourages social interaction while still meeting the benchmarks necessary to successfully move on to our Pre K-4 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.

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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:

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CHILD RELEASE INFORMATION

AUTHORIZED PICK UP

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:

Name Relationship

Name 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

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FAMILY QUESTIONNAIRE

AT HOME

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

| | |
|-------|--------------|
| _____ | _____ |
| Name | Relationship |
| _____ | _____ |
| Name | Relationship |
| _____ | _____ |
| Name | Relationship |
| _____ | _____ |
| Name | Relationship |
| _____ | _____ |
| Name | Relationship |

ADDITIONAL INFORMATION

Has your child ever been in preschool/childcare before?

Yes No

If yes, please list where and reason for leaving:

How were you referred to our school?

Please list any food or medical allergies:

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?

- Children's Ministry Youth and College Ministry Young Adult Ministry
 MOPs (Mothers of Preschoolers) Adult Education Ministry Music Ministry

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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

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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 |

| | Annual Rate | *FPC Church Member Rate |
|---|--------------------|--------------------------------|
| PRE K-2 TUESDAY/THURSDAY (Must be 22 months by 9/1) | \$4,200 | \$3,780 |
| PRE K-2 MONDAY/WEDNESDAY/FRIDAY | \$5,900 | \$5,310 |
| PRE K-2 5 DAY CLASS | \$7,600 | \$6,840 |
| PRE K-3 MONDAY/WEDNESDAY/FRIDAY | \$5,900 | \$5,310 |
| PRE K-3 | \$7,600 | \$6,840 |
| PRE K-4 | \$7,650 | \$6,885 |
| KINDERGARTEN | \$7,650 | \$6,885 |

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

| Extended Day | Hours | Annual Rate |
|----------------------|-------------------|---|
| Extended Day Program | 8:00 AM – 5:30 PM | \$2,000 PreK 4 & K \$2,450 for 2s & 3s |

*Only students registered until 5:30 are permitted to attend Holiday Child Care.

*A deduction of \$500 will be given for families that do not require early care and will be arriving at regular start times.

| | | |
|--|-------------------|---------|
| Extended Afternoon (for napping 2's & 3's) | 1:00-3:00 | \$1,500 |
| 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 | \$600 |

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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 1st 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:

PK-2 – 5 Day

PK-2 – M/W/F

PK-2 – T/TH

PK-3 – 5 Day

PK-3 – M/W/F

PK-3 – T/TH

PK-4

Kindergarten

Add-On Options:

Early Care
7:30-8:00

Stay & Play
1:00 – 1:40
(For PK-4/K siblings only.)

Extended Afternoon
1:00-3:00
(Does not include holiday childcare)

Extended Day
8:00 – 5:30
(Includes 10 days of childcare during the holidays)

Payment Options:

1 payment
Tuition due in full by August 1, 2018
(4% discount)

2 equal payments
50% payment due by August 1, 2018
with the remaining 50% due by
January 9, 2019 (2% discount)

10 equal payments
10% payments due by the 1st or 15th
of each month August through May

Parent/Guardian Signature

Date

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FINANCIAL AGREEMENT

INITIAL BELOW

_____ **Payment of Tuition**

Payments received after the 10th 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.

HAPPYLAND DAY SCHOOL POLICY

ENROLLMENT

1. In order to enter a class, your child must be the designated age for that class by September 1st 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.

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/guardian or an adult 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