

Gordon Jewish Community Center
Application for Planet Kid Enrollment 2019/2020
801 Percy Warner Blvd. Nashville, TN 37205
Phone: 615-356-7170 Fax: 615-353-2659

Child's full name: _____ DOB: _____

Primary Address: _____ City: _____ zip: _____

Check school attending: Harpeth Valley Westmeade Akiva Gower Other: _____

Parent / L.G. Full Name: _____ email: _____

Address (if different): _____

Home Tel.: _____ Work Tel: _____ Cell: _____

Place of work: _____

Parent/ L.G. Full Name: _____ email: _____

Address (if different): _____

Home Tel: _____ Work Tel: _____ Cell: _____

Place of work: _____

* Please note: email is the primary form of communication for newsletters, reminders, and notes home. Please submit an address that you will check regularly.

Local Emergency Contact Name: _____ Daytime phone: _____

Only the following additional people are authorized to pick-up my child (print full name & phone number):

1. _____ 2. _____
 3. _____ 4. _____

Please register my child for the following program:

- PK program w/ Transportation (Harpeth Valley Gower)
- PK Program Only (Akiva, Westmeade, Other)
- Drop in Only

Please register my child for the following days:

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- All Five Days

Monthly Fees for JCC Member/ Non-Member

*Fees charged per month	One Day	Two Days	Three Days	Four Days	Five Days
PK Program w/ Transportation (Harpeth Valley and Gower)	\$127/\$153	\$178/214	\$225/270	\$280/335	\$335/401
PK Program Only (Akiva, Westmeade, Other)	\$100/\$120	\$138/169	\$172/202	\$216/253	\$258/304

The child named above's registration will not be considered complete (nor will the child be allowed to attend) until the following are received by the Director: this Application for Enrollment, completed fully and submitted with the first month's payment and a voided check.

Eligibility for Enrollment

The child named above cannot be registered for PK unless their parent or legal guardian is in good standing with the GJCC Accounting Department. The child MUST be 5 years old AND enrolled in Kindergarten through 4th grade as of this Fall.

A child can only be registered for the entire PK school year. Additional days may be added, subject to available space in the program, during any week by notice to PK no later than noon of the day requested for an additional fee. PK may offer special programs (for an additional fee and separate registration) on days when the child named above is dismissed early from school or otherwise has a day off from school (PT conferences, holidays, etc), space being subject to availability. Missed or unused days during any week will not be carried over, applied or otherwise credited for future use. A change in registration required a 30 day notice. A separate registration is required for School's Out Days, Summer Camp, Winter, Spring, and Fall Breaks.

Late Fees

Late fees will be charged at the rate of \$1.00 per minute if the child named above is picked up after 6:00pm.

PK Rules of Behavior

Rules of behavior must be followed by all participate while attending PK both on the GJCC campus and off-site: (a) There is no abuse of living things (b) There is no abuse of the environment (including writing graffiti or destroying GJCC, off-site property or the property of another member of the GJCC community). Families will be financially responsible for any destruction caused by their children. The GJCC is not responsible for the loss or damage of children's personal property. (c) Behavior will not require supervision beyond a reasonable level that can be provided by the PK staff (d) There is no alcohol, illegal drugs or illegal activity while attending PK, on the GJCC campus or off-site. The GJCC reserves the right to dismiss without refund and at the Director's sole discretion, any child whose behavior is deemed harmful to him/herself, the GJCC, or off-site community or does not otherwise comply with these rules.

Supplemental Programs

I understand that this application does not register my child for School's Out, Fall, Winter, or Spring Break programs. I must register separately for those programs using their respective forms. Each has its own fees and deadlines.

Children enrolled in Planet Kid will receive complimentary aftercare services for School's Out , Fall, Winter, and Spring Break programs.

Children enrolled in Planet Kid are entitled to one complimentary day of service to be used on School's Out, Fall, Winter, and Spring Break programs for every day of the week they are scheduled. I.e.-- if a child is registered for one day of PK a week, they are entitled to one free day of service. A child registered for five days of PK a week is entitled to five free days of service. These days may only be used during the current academic school year and may not be carried over to summer programs or future years.

Parent/Legal Guardian Acknowledgements and Authorizations

I authorize PK and the GJCC to charge my checking account using the checking account for which I have supplied a voided check or the credit card for which I have provided the information, for any fees, costs, charges, late-fees, penalties, adjustments of services, or the like that I am required to pay in connection with the services provided for the child named above. I agree that the child named above will attend PK for the entire school year.

Payment Set-up and Policies

Payment for Planet Kid is due by the first day of each month. Upon enrollment you are required to submit a voided check in order to set up electronic funds transfer (EFT) with the JCC Accounting office. If you are enrolled in multiple program areas of the JCC (Aquatics and Preschool) then your EFT will be combined.

In the event that an alternate method of payment is required you are required to set that up with the JCC Accounting office before participating in the Planet Kid program. Credit card charges will incur an additional 2% convenience charge.

Non-payment

If an account is 30 days delinquent or more the enrollment will be dropped and participation in the program will not be allowed until the account is again in good standing with the JCC Accounting office.

In the event that a payment plan is required that must be arranged with the JCC Accounting office.

Deposit

A non-refundable deposit MUST accompany registration. Returning student: \$50 New Students: \$100. Deposit will be applied to first month's tuition.

Cancellations/Change of Schedule

Cancellations or changes in schedule to Planet Kid enrollment require a 30 day written notice. Failure to give proper notice will disqualify accounts for pro-rated School Days Out programs. You are responsible for a full last 30 days of tuition, which will be billed to your EFT or credit card as set up with the Gordon JCC Business Office.

Drop-ins

All drop-in fees are required at the time of drop-in. Drop-in fees not paid will be charged to your account and must be paid before participating again. If a child continues to drop-in on a frequent basis— as determined by the Director of Planet Kid— the child's official schedule and monthly rate must be changed to match the attendance pattern.

All children wishing to drop-in must have a full registration packet on file to be considered for the service.

The rate for drop-ins is as follows:

- Planet Kid Participants: \$20/day
- GJCC members (non PK participants): \$25/day
- GJCC non-members (non PK participants): \$30/day

Payment Form

Payment may be paid by check, credit card or EFT. All families enrolled in the Gordon JCC's Planet Kid Program must have either an EFT (checking account) or a credit card on file with the Gordon JCC Business Office.

CHILD'S NAME _____

Please complete the information below and attach a voided or cancelled check for account verification.

_____ EFT: I hereby authorize the Gordon Jewish Community Center and the bank indicated below to initiate monthly debit entries to my checking account for payment of tuition for the Gordon JCC's Planet Kid Program. This authorization remains in effect for the school year. Electronic Fund Transfers from checking accounts are divided into ten (10) equal payments and are drafted on the first of each month.

Name on Account _____

Account Number _____

Bank Routing Number _____

Name of Bank _____ Branch _____

_____ Credit Card: I hereby authorize the Gordon Jewish Community Center to charge the credit card listed below for payment of tuition for the Gordon JCC's Planet Kid Program. This authorization remains in effect for the school year. Automatic credit card payments are divided into ten (10) payments and are drafted on the 15th of each month (a 2% convenience fee added for credit and debit cards).

Please complete the information below.

_____ Debit

_____ Credit

Type of Card: VISA MC AMEX DISCOVER

Name on Card _____

Credit Card # _____ Exp. Date _____

I authorize the Gordon JCC to charge my checking account by using the EFT or Credit Card information provided for any unpaid fees, costs, charges, late-fees, extended care costs, penalties, and/or for services provided for my child.

A \$30 free will be assessed for each credit card payment or EFT that is denied. It is my obligation to notify the Gordon JCC Business Office at 615-354-1689 of any changes in my credit card or EFT account information.

Signature _____

Date _____

Signature _____

Date _____

Health and Medical History

This form will be kept confidential. Each child must arrive daily in good health. Students should not come to Planet Kid if they are feeling ill or have had diarrhea, vomiting, cold or flu-like symptoms. Parents called to retrieve sick children ill have 30 minutes to do so. Late fees may apply. Applications are not complete (an a child cannot attend) until all fees and Heath and Medical History are complete.

With whom does the child reside with on a regular basis (please list all parents/guardians and house-holds):

Please describe ALL allergies or special needs your child may have: _____

List all medications: _____ Dosage times: _____

Purpose of medication: _____

Child's primary physician (name): _____ Phone: _____

Child's primary dentists (name): _____ Phone: _____

Additional information we should know about your child (behavior considerations, death in family, divorce, serious illness, operations, dietary restrictions, bladder control, special needs/ IEP, etc) *Failure to disclose relevant information that leads to chronic behavior issues, or harm to themselves or other children may be cause for suspension:* _____

Primary insurance company: _____ Name of policy holder; _____

Group number: _____ Policy number: _____

By signing this document I, _____ (print name) declare that my child's most recent health records including immunization records are possessed by the child's school. If any changes to this record occur it is my responsibility to notify both the school and Planet Kid.

Signed _____ Date _____

I, as the parent or legal guardian of the child named above, do hereby (i) authorize and agree that the child named above has permission to engage in all activities except as specifically noted, (ii) agree that I am aware that this enrollment application is a contract with the GJCC, (iii) give the GJCC permission to transport my child in any GJCC vehicle, (iv) accept financial responsibility for the child named above and accept all of the terms and conditions as stated herein (including, but not limited to, cancellation and/or drop fees and my obligation to pay late fees), (v) assume all risks and hazards to the child named above incidental to activities, (vi) agree with all of the terms of the Rules of Behavior set forth herein, (vii) agree to reimburse, indemnify and otherwise hold the GJCC harmless for all costs or expenses incurred or authorized herein, (viii) agree that any missed or unused days will not be carried over, applied or otherwise credited for future services and (ix) agree that this application for enrollment and any fees that I have paid may not be transferred, assigned, or otherwise used by any child other than the child named above. (x) I authorize the GJCC to charge any unpaid services to my account for EFT withdrawal or immediate payment by me. (xi) I accept this registration as a whole, and understand that no individual parts are retractable.

I, as the parent or legal guardian of the child named above, do hereby release from responsibility and agree to indemnify and hold harmless the GJCC, its officers, directors, independent contractors, volunteers, and all employees from any and all liability, costs, expenses and /or losses and for any illness or injury to me, my child, or family members (i) occurring during participation in any activities conducted by the GJCC, (ii) in connection with the GJCC's compliance (or failure to comply) with or reliance on the authorizations, information, and/or instructions set forth herein and (iii) in the event that I am in the breach of any of my warranties, representation, affirmations or authorizations set forth on or otherwise implied by this application for enrollment. I authorize any necessary medical treatment for my child.

I agree that any and all changes to the information and/or instructions set forth herein must be submitted in writing to the GJCC, signed by the parent or legal guardian of the child named above as soon as I am aware of any such changes. Failure to notify the GJCC of relevant changes may be cause for suspension from the program.

I do hereby authorize (i) my child to leave the GJCC campus for trips and to be transported in any vehicles owned or controlled by the GJCC with authorized GJCC staff members, (ii) education and/or Family services to observe (on a confidential basis) the child named above in group settings.

I do hereby authorize the GJCC to have, use, publish and reproduce photographs, slides, moving picture, or video tapes of the child named above for its records, its public relations program and in connection with the advertising and promotion of the GJCC. _____(check and initial)

The GJCC **MAY NOT** have, use, publish and reproduce photographs, slides, moving picture, or video tapes of the child named above for its records, its public relations program and in connection with the advertising and promotion of the GJCC. _____(check and initial)

Signed:

Print name:

Date:

OFFICE USE ONLY:

- Received by Children's Director
- Registration Info Completed
- Health History Complete
- Received by Accounts Receivable
- Payment received/EFT Set-up
- Initial visit complete: _____