



Dear Parents,

In Rainbow School of Paris we offer a caring and positive environment, we give our children a warm and happy place to learn. We try to guide children to build and maintain a healthy self-esteem while developing intellectual and social skills in a school setting. We know how important your children are, and we will try to make their first learning experiences at school meaningful and memorable.

We would like to thank you for your application and interest in our establishment. This application pack includes the following information:

1. How to Apply
2. Nursery Registration Forms (Pages 2,3)
3. School Authorisation Forms (Pages 4,5)
4. Parent's school agreement (Pages 6,7)
5. Term dates (Page 8)
6. General and Financial Conditions (Pages 9,10,11)
7. 2017-2018 Tuition and Fees (Page 12)

Please make sure to carefully read this entire document before completing the Registration Form.

For any further information, do not hesitate in contacting us by phone at:

+33 1 43 33 00 07 (Office)/ +33 7 68 12 95 31 (Mobile) or by email:

contactus@rainbowschoolparis.com

We are looking forward to receiving your application and documents.

Sincerely,

Bénédicte Vaissade

Head of School

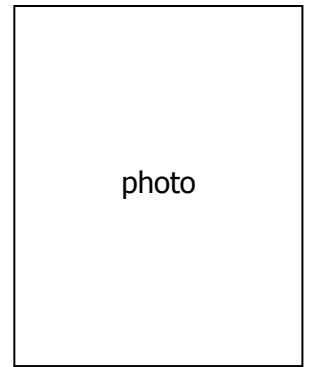
HOW TO APPLY

Please submit the following documents:

- Completed pack form
- 3 pictures
- Copy of Birth Certificate or Passport
- Livret de Famille (if applicable)
- Vaccination history
- Copies of previous school reports (if applicable)
- Copies of diagnostic evaluations (if applicable)
- Parent's School Agreement Form
- School Insurance (Assurance Scolaire à responsabilité civile et individuelle)
- 350 € application fee (non-refundable)



NURSERY REGISTRATION FORM



photo



ENTRY FOR YEAR 201__

Nursery

Pre-K

Kindergarten

AFTER SCHOOL CLUB: Mon Tues Wed Thurs Fri

WEDNESDAY CLUB: Autumn (Sept) Winter (Jan) Spring (April)

First Name: _____

Boy Girl

Family Name: _____

Date of birth: ____/____/____

Place of birth: _____

Nationality (ies): _____ Main language(s) spoken at home: _____

Level of English beginner conversational native speaker

Level of French beginner conversational native speaker

Level of other language beginner conversational native speaker

(_____)

Local address (in Paris): _____

Father

Mother

Name: _____

Name: _____

Surname: _____

Surname: _____

Email: _____

Email: _____

Address*: _____

Address*: _____

Tel (prof): _____

Tel (prof): _____

Mobile phone: _____

Mobile phone: _____

Occupation: _____

Occupation: _____

Father's employer in France: _____

Mother's employer in France: _____

Alternative emergency contact if parent unavailable:

Doctor's name and phone number:

Known allergies or medical condition:

Last school (if applicable):

Name: _____ Country/city: _____

Dates attended and grades: _____

Does the child have any special needs? Please explain:

Religion: _____ Special dietary needs: _____

Family situation (tick where applicable):

Parents living together Divorced Widowed
 Separated Remarried Married

Siblings:

Name: _____ Sex (M/F) Age _____

Name: _____ Sex (M/F) Age _____

Conditions of entry

- I hereby apply for the admission of my child to Rainbow Pre-School and enclose the application fee of 350€ to cover the cost of processing my child's application.
- I understand that this application fee is non-refundable and does not imply acceptance of my child to the school. If my child is accepted, I understand that I must pay a registration fee, capital fund + entrance fee, none of which are refundable.
- I understand that the school decides the placement for a child after a trial period in school.
- I understand that fees are payable in advance at the start of each term and that one term notice in writing is required before the removal of child, or one term's fees in lieu thereof.
- The head teacher reserves the right to resign the charge of any child.
- I agree to my child being taken from the school when accompanied by trained staff, e.g. outings and walks.
- I agree that in event of an emergency my child should attend the casualty department at the nearest hospital.

I have read the general and financial conditions and agree to abide thereby:

Date

Signature



AUTHORISATION FORM

Child's Name: _____

Food

We understand that the school is not responsible for the food that has been brought from home (packed lunch).

Cookery class

We authorise our child to partake in cooking classes, which will include touching or eating ingredients/ food, and doing some simple cooking tasks. We also authorise our child to taste homemade food.

Photos

We authorise our child to have his or her photograph taken individually or in-group while participating in school activities. We agree that these photographs can be used for class project as well as for marketing the purpose of the school.

Field trips

We agree to our child being taken from the school when accompanied by trained staff, e.g. outings and walks.

Emergency

We agree that in event of an emergency our child should attend the casualty department at the nearest hospital.

Contact information

We agree to give our name, local address, email and phone number to my child's school.

Date

Signature of the parents



AUTHORISED PICK UP INFORMATION

Child's Name: _____

These contacts, in addition to Parent(s) and Emergency contacts, are permitted to pick up my child:

1. Name: _____

Daytime Phone: _____

Mobile: _____

Relationship to the child: _____

2. Name: _____

Daytime Phone: _____

Mobile: _____

Relationship to the child: _____

3. Name: _____

Daytime Phone: _____

Mobile: _____

Relationship to the child: _____

4. Name: _____

Daytime Phone: _____

Mobile: _____

Relationship to the child: _____

PARENT SCHOOL AGREEMENT

Nursery



We, the parents will:

- show respect for students and school's staff
- make sure our child is well rested and eats healthy food
- see that our child arrives punctually (until 9:00 am), attends regularly, and is properly equipped in full uniform, including a coat
- let the school know about any concerns or problems that might affect our child's work or behaviour
- make sure to close the school's door and gate, for security reasons
- keep our child at home if unwell; the school cannot make accommodations for sick children (i.e. staying inside during recess)
- notify the school of any absence
- pick up our child on time (at 12:00 pm or before 4:10 pm). After 4:10 pm (or 12:10 pm) we will pay a 10€ late fee. After 4:15 pm our child will be sent to after school club and we will have to pay a 20€ fee for the whole session
- support the school's policies and guidelines for behaviour
- monitor our child's schoolwork and communicate any concerns with our child's teacher
- encourage my child to read for a regular period of time each day
- make sure my child takes proper care of books and other material
- make sure our child's backpacks include a healthy meal, appropriate cutlery, napkins and a water bottle
- check our child's school backpack daily
- will attend parent/teacher conferences and important school events
- will read sign, and return progress reports on time
- pay fees due on or before the first day of the term otherwise we will be liable to a surcharge of 50€ for every subsequent week
- notify the school at least one term in advance of withdrawing our child

We, the school will:

- show respect for students and parents
- contact parents if there is a problem with attendance, punctuality or equipment
- let parents know about any concerns or problems that affect their child's work or behaviour
- take care and encourage each student
- use special activities in the classroom to make learning enjoyable
- model Positive school behavior
- provide instruction in a way that will motivate and encourage our students
- provide a safe and positive atmosphere for learning
- explain assignments so that our students have a clear understanding
- provide academic intervention strategies for students experiencing difficulty
- send home termly Reports
- arrange Parents' Evening during which progress will be discussed
- keep parents informed about school activities through regular letters; newsletters and notices about special events
- be available to talk to parents

Parent's copy



PARENT SCHOOL AGREEMENT

Nursery

I have read and accepted the conditions stated in the following documents:
Parent school agreement, General and Financial conditions, Authorisation form and
Authorised pick up information form.

Student Name:

Parent Name:

Signature of Parent: _____

Date: _____

School's copy



TERM DATES 2017-2018

Autumn Term 2017

- Starts: Thursday 7th September
- Half Term break: Saturday 21st October - Sunday 5th November
- Term Ends: Tuesday 19th December (after school)
- Christmas holiday: Wednesday 20th December-Wednesday 10th January

Winter Term 2018

- Starts: Thursday 11th January
- Half-Term break: Saturday 17th February - Sunday 4th March
- Teacher Training Day Wednesday 21st March – School Closed
- Term Ends: Friday 30th March

Spring Term 2018

- Starts: Tuesday 3rd April
- Spring holiday: Tuesday 10th April (after school) - Sunday 29th April
- Bank Holiday: Tuesday 1st May
- Half Term break: Tuesday 8th May - Sunday 13th May
- Bank Holiday: Monday 21st May
- Term Ends: Tuesday 3rd July (at noon)



GENERAL AND FINANCIAL CONDITIONS

ATTENDANCE AND PUNCTUALITY POLICIES

1. INTRODUCTION

At Rainbow School we believe that good attendance is essential for our children to take full advantage of the school life. Regular and punctual school attendance is very important to us.

Children who are persistently late or absent soon fall behind with their learning. This frequently develops large gaps in their learning; it can also have repercussions on the child's integration within his /her group. This is why the school staff emphasizes the importance of pupils arriving and leaving school on time.

1.1 Arrival School Hours

Rainbow School doors open from 8:45 am to 9:00 am.

Nursery lessons begin promptly at 9:00 am.

Children who arrive later than 9:00 am must report to the school office where their name and time of arrival will be noted in the lateness book.

1.2 Collection School Hours

Rainbow School doors re-open at 3:45 pm. Collection time is from 3:45 pm to 4:00 pm. At 4:00 pm children are brought to the Blue room until 4:10 pm. If a child is not collected by 4:10 pm his/her name will be recorded in the late collection book, and a late fee must be paid. On Wednesday collection time is 12:00 pm, children collected after 12:10 pm will have to pay a late fee.

SCHOOL UNIFORM POLICY

2. INTRODUCTION

It is our school policy that all children wear the school uniform when attending school, or when participating in a school-organised event outside normal school hours. We believe the uniform represents the school, therefore, must be in good condition, clean and worn properly. Each item of the uniform must be clearly marked with the child's name.

2.1 Aims and Objectives

Our policy on the school uniform is based on the notion that it:

- promotes a sense of pride in the school;
- engenders a sense of community and belonging towards the school;
- is practical and smart;
- protects children and parents from social pressures to dress in a particular way;
- makes children feel equal to their peers and focuses the importance on who they are not what they wear

2.2 Jewellery and extreme haircuts

On health and safety grounds we do not allow children to wear jewellery in our school. The school does not permit children to have 'extreme' haircuts that could serve as a distraction to other children.

2.3 Footwear

The school wants all children to grow into healthy adults. We believe that it is dangerous for children to wear shoes that have platform soles or high heels, so we do not allow children to wear such shoes in our school. Shoes should be navy blue or black. No shoes with laces unless they already know how to tie them. Please note that trainers are not an acceptable substitute for the black gym shoes. For all grades, clean dry gym shoes are to be left at school.

ADMISSION AND FINANCIAL POLICIES

3. CONDITIONS OF ADMISSIONS FOR NEW STUDENTS

3.1 Enrolment of new students

The enrolment of a new student is confirmed by payment of:

1. The application fee to be paid at the time of application;
2. The registration fee should be paid when your child is accepted along with the Capital Fund + Entrance Fee.
3. Payment of the term's tuition
4. School insurance certificate

3.2 Discontinuation of the enrolment

Parents notify the school one term prior to the student's departure, by registered letter to:

Rainbow School Paris
7 avenue Charlebourg
92250, La Garenne Colombes, France

In the case of discontinuation of the enrolment, the financial consequences are as follows:

- The application fee, registration fee, capital fund and entrance fees are non-refundable;
- If a cancellation is received after without a term's notice, the term's fees are payable in full.

4. SCHOOL FEES

4.1 School Fees

The student is enrolled in the school for the entire school year. Fees may be paid yearly or termly. The termly fees are invoiced at the end of each term (Autumn, Winter, Spring) and should be paid within the first week of the following term. Any parent who does not pay by the beginning of term will become liable to a surcharge of 50 € for every subsequent week.

4.2 Arrival during the course of the year

For students enrolling during the school year, school fees will be invoiced depending on the student's arrival date. School supplies will have to be covered as well.

4.3 Conditions of payment

- Annual school fees and optional charges are to be paid in one single payment; although parents paying the tuition fees themselves may pay the first week of each term (September, January and April).
- The annual fees are payable once a year before the first day of school in September by one single payment or with three cheques dated on September 5th, January 5th and April 5th, whatever the school term or semester dates; in this case, an indemnity for deferred payment of 25 € must be added to each cheque.
- School insurance has to be provided by the parents.
- Cheque, bank transfer, and cash may be used for payments. You may find our bank transfer details at the bottom of each invoice and it can also be obtained from the administration. In such cases, we would please request that you label the payment with your name to help us to trace it.
- An application cannot proceed to the application review stage until the file is fully complete, and this includes payment of the application fee, this fee is non-refundable.
- Application materials may be sent either electronically (e-mail scan) to contactus@rainbowschoolparis.com and in a hard copy sent via post/express mail service to the school address.

4.4 Reduction of school fees

No reduction in school fees is made for early payment. Absence from school due to school-organised trips will not result in a reduction of tuition fees.

4.5 Departure in the course of the year

In the case of departure of a student in the course of the school year, and for whatever reason, families are required to inform the school one month before the departure date, by registered letter. No refund for prorated fees will be made.

5. CIVIL RESPONSIBILITY

Families are financially responsible for any damage done by their children to the school premises or equipment.



SCHOOL TUITION AND FEES 2017-2018

Nursery

Part time	2 030 € per term
Full Time	2 930 € per term
One afternoon (in addition to part time schedule)	700 € per term

Pre-k, Kindergarten

Full time (No part time schedule)	2 930 € per term
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Primary Grade 1,2,3,4,5

Full time (No part time schedule)	3 530 € per term
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Other options not included in fees

After School Club (from 4:00 pm to 6:30 pm)	820 € per term
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Application Fee and placement exam

(This fee should be paid when the application is submitted and is not refundable)	350 €
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Registration Fee

(This fee should be paid when your child is accepted and is not refundable)	450 €
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Capital Fund + Entrance Fee

(These fees are to improve the facilities and are non-refundable)	1 000 €
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NOTE: School fees are paid on or before the first day of term. Any parent who does not pay by the beginning of term will become liable to a surcharge of 50 € for every subsequent week or part thereof.