



RAINBOW SCHOOL PARIS

Wednesday Club Application pack

Dear Parents,

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. Wednesday Club Registration Form (Pages 2,3)
3. School Authorisation Forms (Pages 4,5)
4. Terms dates (Page 6)
5. General and Financial Conditions (Pages 7,8,9)

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 look forward to receiving your application and documents.

Sincerely,

Bénédicte Vaissade

Head of School

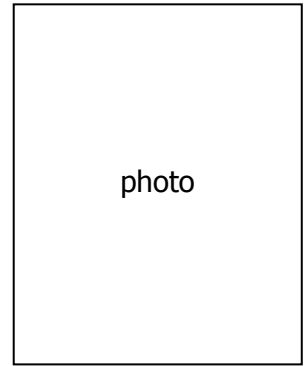
HOW TO APPLY

Please submit the following documents

- Completed pack form
- 1 picture
- Copy of Birth Certificate or Passport
- Livret de Famille (if applicable)
- Vaccination history
- Parent's School Agreement Form
- School Insurance (Assurance Activités extrascolaires)
- 80 € application fee (non-refundable)



WEDNESDAY CLUB REGISTRATION FORM



ENTRY FOR YEAR 201.....

AUTUMN (Sept) SPRING (Jan) SUMMER (April)

Full day Morning Afternoon No. of workshops

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)

- | | | |
|--|------------------------------------|----------------------------------|
| <input type="checkbox"/> Parents living together | <input type="checkbox"/> Divorced | <input type="checkbox"/> Widowed |
| <input type="checkbox"/> Separated | <input type="checkbox"/> Remarried | <input type="checkbox"/> 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 School and enclose the registration fee of 80€ to cover the cost of processing my child's application.
- I understand that this application fee is non-refundable
- 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 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 Rainbow School Paris

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: _____



WEDNESDAY CLUB

Term dates 2017-2018

Autumn Term 2017

13th September

20th September

27th September

4th October

11th October

18th October

8th November

15th November

22nd November

29th November

6th December

13th December

Winter Term 2018

10th January

17th January

24th January

31st January

7th February

14th February

7th March

14th March

21st **Teacher Training Day (No school)**

28th March

Spring Term 2018

4th April

11th April

2nd May

16th May

23rd May

30th May

6th June

13th June

20th June

27th June



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 on the importance of pupils arriving and leaving school on time.

1.1 Arrival School Hours

Rainbow School doors open from 8:45 am to 9:15 am

Children who arrive later than 9:15 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

Children must be collected at the end of the workshop, at 12:00 pm, before or at 6:30 pm at the latest.

ADMISSION AND FINANCIAL POLICIES

2. CONDITIONS OF ADMISSIONS FOR NEW STUDENTS

2.1 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 the application
2. Payment of the Wednesday club fee
3. Completed pack form
4. School insurance certificate

2.2 Arrival during the course of the year

For students enrolling during the school year, Wednesday fees will be invoiced depending on the student's arrival date.

HEALTH AND SAFETY POLICY

If your child has an accident at Wednesday Club we' will endeavour to contact you as soon as possible. If emergency treatment is required a member of staff will accompany your child to the hospital.

Sick child policy

Your child's welfare is our main concern and in the interest of the remaining children, if in the opinion of the staff a child is ill, then the parent/carer will be contacted to collect the child as soon as possible. The staff must be happy that the child is fully recovered before he/she is allowed to return.



TERMS AND CONDITIONS

PARENTS' AGREEMENT

Before your child starts Rainbow Wednesday Club you will be asked to read and agree to the Rainbow School Wednesday Club Terms and Conditions- Parents 'Agreement by signing a copy. Another copy of this agreement will be given to the parent/carer to keep.

Below is an outline of the agreement:

- No child will be discriminated against. We aim to provide a happy, fun, safe and stimulating environment free from prejudice and stereotype.
- Children are asked to respect property, equipment and school premises
- A Registration form including emergency contacts must be completed prior to your child starting the club
- Staff will familiarise themselves with any relevant information about a child with regard to medical conditions, allergies, food requirements and home situations
- Parents or any named adult collecting the child must present themselves to a member of staff before taking a child. Before leaving the premises parents have to sign in the attendance notebook.
- Children must be collected before or by 6.30 pm at the latest. If you are unavoidably delayed, please contact the school ASAP. This way we can inform your child about your delay. Any child left in the club after these hours will incur a fee of 10€ for every 15 minutes that should be paid on the same day.
- All fees must be paid for in full in advance per term. There will be no reduction in the fees for any absence, e.g. holidays or sickness
- In the event of frequent late collections, parents may incur additional charges to cover the cost of staffing
- In the event of fees not being paid, Rainbow School has the right to terminate your child's place and offer it to another child
- If you have any other concerns or queries please feel free to discuss any issue with staff. Your child's welfare is our main concern.

DATE

SIGNATURE

Parent's copy



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School's copy