



# RAINBOW PRE-SCHOOL PARIS

## Nursery Application Pack

Dear Parents,

Here at Rainbow School Paris, we offer a caring and positive environment by giving 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. 2018-2019 Tuition and Fees (Page 12)

Please make sure to carefully read this entire document before completing the form. If you require 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](mailto:contactus@rainbowschoolparis.com) / [office@rainbowschoolparis.com](mailto:office@rainbowschoolparis.com)

We look forward to receiving your application and documents.

Sincerely,

Bénédicte Vaissade

Head of School

## How to Apply

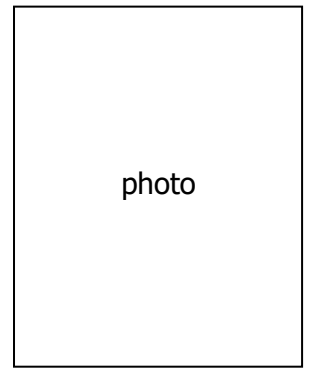
Please submit the following documents:

- Completed Application Pack
- 3 Photos of the Child (1 attached to the square on the next page that says photo)
- Copy of Birth Certificate or Passport
- Livret de Famille / Family Book (if applicable)
- Vaccination History
- Copies of Previous School Reports
- Copies of Diagnostic Evaluations (if applicable)
- School Insurance (must state 'scolaire et extra-scolaire')
  - not required until the first day your child attends school
- 350 € application fee (this is non-refundable, and does not necessarily guarantee your child a spot)



# RAINBOW PRE-SCHOOL PARIS

## Nursery Registration Form



ENTRY FOR YEAR: \_\_\_\_\_

Nursery  Pre-Kindergarten  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



# RAINBOW PRE-SCHOOL PARIS

## 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 Parent(s): \_\_\_\_\_



# RAINBOW PRE-SCHOOL PARIS

## Authorised Child 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: \_\_\_\_\_



# RAINBOW PRE-SCHOOL PARIS

## Parent School Agreement

### ***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*



# RAINBOW PRE-SCHOOL PARIS

## Parent School Agreement

I have read and accepted the conditions stated in the following documents:

- Parent School Agreement
- General and Financial Conditions
- Authorisation Form
- Authorised Child Pick-Up information Form

**Student's Name:**

---

**Parent's Name:**

---

**Signature of Parent:**

---

**Date:**

---

*School's copy*



# RAINBOW PRE-SCHOOL PARIS

## Term Dates: 2018-2019

### Autumn Term

First Day Of School:	Thursday 6 <sup>th</sup> September
School Holidays:	Saturday 20 <sup>th</sup> October - Sunday 4 <sup>th</sup> November
Term Ends:	Tuesday December 18 <sup>th</sup>
School Holidays:	Wednesday 19 <sup>th</sup> December – Wednesday 9 <sup>th</sup> January

### Winter Term

Back To School:	Thursday 10 <sup>th</sup> January
School Holidays:	Saturday 23 <sup>rd</sup> February - Sunday 10 <sup>th</sup> March
Teacher Training Day:	Wednesday 20 <sup>th</sup> March – School Closed
School Holidays:	Tuesday 16 <sup>th</sup> April (after school) – Sunday 5 <sup>th</sup> May

### Spring Term

Back To School:	Monday 6 <sup>th</sup> May
Bank Holidays:	Wednesday 8 <sup>th</sup> May & Friday 10 <sup>th</sup> May
School Holidays:	Tuesday 28 <sup>th</sup> May (after school) - Sunday 2 <sup>nd</sup> June
Last Day Of School:	Tuesday 2 <sup>nd</sup> July (at noon)





# RAINBOW PRE-SCHOOL PARIS

## 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.

**Primary lessons begin promptly at 9:00 am.**

Children who arrive later than 9:00 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 Policies

#### 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 and 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 school uniform is based on the notion that school uniform:

- 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 their shoes. 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 entrance fee, to be paid when your child is accepted;
3. Payment of school tuition (there are 2 payments in the year, once before September 1<sup>st</sup> and once before February 1<sup>st</sup>);
4. School insurance certificate

#### 3.2 Discontinuation of the enrolment

Parents need to notify the school as soon as possible if the student will be departing, 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 and entrance fees are non-refundable;
- The school fees are due in full (both in September and February), and we do not refund any part of these fees if the child leaves before the school year ends.

## 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 bi-yearly. The fees should be paid before the 1<sup>st</sup> of September and then again before the 1<sup>st</sup> of February. If we have not received payment by these dates, your child's spot will be offered to a family on the waiting list.

### 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

- School fees and optional charges are to be paid in two payments (before September 1<sup>st</sup> and before February 1<sup>st</sup>). However, families wishing to pay for the whole school year are able to do so as well, as long as it is before September 1<sup>st</sup>.
- School insurance has to be provided by the parents on or before the first day your child starts. It needs to state "scolaire et extra-scolaire insurance."
- Cheque, bank transfer, and cash may be used for payment. 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, which is non-refundable.
- Application materials should be sent in hard copy via post/express mail service to the school address. You may send it electronically (e-mail scan) to [contactus@rainbowschoolparis.com](mailto:contactus@rainbowschoolparis.com) AND [office@rainbowschoolparis.com](mailto:office@rainbowschoolparis.com) as well.

#### 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**

#### 5.1 Damage to Property

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



# RAINBOW PRE-SCHOOL PARIS

## School Tuition & Fees 2018-2019

<b>Registration Fees</b>	
<b>Application Fee</b> – this fee is <u>not refundable</u> .	350 €
<b>Entrance Fee</b> – this fee is <u>not refundable</u> .	1 550 €

<b>Tuition Fees</b>	
* You are able to pay yearly or bi-yearly. If you pay bi-yearly, you will pay the below fees once before the 1st of September and once before the 1st of February.	
<b>Nursery</b> – part time (mornings only)	3 120 €
<b>Nursery</b> – full time (Monday, Tuesday, Thursday, Friday)	4 545 €
<b>Pre-K &amp; Kindergarten</b> – full time (Monday, Tuesday, Thursday, Friday)	4 545 €
<b>Primary (Grades 1-5)</b> – full time (Monday, Tuesday, Wednesday morning, Thursday, Friday)	5 445 €

<b>Additional Fees</b>	
* Depending on the child, some fees are applicable but not others. To be confirmed with office staff.	
<b>Uniform Package</b> – order your child’s uniform through this website <a href="http://www.schoolshop.co.uk/products_cat.php?catid=1">http://www.schoolshop.co.uk/products_cat.php?catid=1</a> . There is a mandatory package and then you may add additional items if desired.	see website
<b>School Insurance</b> – not required until the first day the child begins at Rainbow School (we often recommend <a href="https://www.mae.fr">https://www.mae.fr</a> ). This is, however, <u>mandatory</u> for every child in the school each school year.	around 30 €
<b>FLE</b> – in Grades 2-5, all non-native French speakers are <u>required</u> to enrol in this program to assist them in learning the language.	525 €
<b>After School Club</b> – available Monday, Tuesday, Thursday, and Friday from 4:00pm to 6:30pm (and Wednesday’s for those registered in Wednesday Club).	1 275 €
<b>Wednesday Club</b> – full day, half-day, or one activity is available.	see flyer

**IMPORTANT NOTE:** School fees are due **in full before the 1<sup>st</sup> of September** and again **before the 1<sup>st</sup> of February**. If school fees are not paid by these dates, the spot will open up for another family. We also do not refund any part of the school fees if a student leaves before the school year finishes.