



193 Homestead Cr.
London, On N6G 2E6
519-601-8098
info@nwms.ca

Please indicate which campus (check box)



1468 Commissioners Rd. W.
London, On N6K 1E6
519-657-8098
info@bwms.ca

Casa Registration 2017– 2018

Please Print

Surname	First	Middle	Home Phone Number
Address		City	Postal Code
Date of Birth	mm/dd/yyyy	Sex	_____

Mother

Surname	First
Employer	
Employer's Address	Postal Code
Work #	Cell #
email	

Father

Surname	First
Employer	
Employer's Address	Postal Code
Work #	Cell #
email	

By providing your email address, you agree to receive newsletters and communications from Byron Woods/North Woods Montessori School.

Emergency/Release Contacts

	First Contact	Second Contact	Third Contact
Name			
Relationship			
Home #			
Work #			
Cell #			

Emergency contacts must be able to pick up children in the event of illness, emergency or school closures.

Admission Date _____	Discharge Date _____
Schedule _____	
** Office use only **	

Communicable Disease History Chicken Pox German Measles Mumps Red Measles Scarlet Fever Whooping Cough**Other**

Medical Concerns/Food restrictions

Allergies (food, medication, environmental)

Student's Health Card # _____**Student's Physician** _____

Address**Phone #****Photographs**

Staff and parents frequently take photos and videos of school life and related activities. These images may appear on our website or other forms of school publications.

- I give my permission for my child's photo/video to be used in promotional material by Byron Woods and North Woods Montessori Schools. I understand that my child will not be identified by name.
- Do not use my child's photo/video in any promotional materials for Byron Woods and North Woods Montessori Schools.

Class List Information

- I give permission for my name, email and home phone number to be shared with the families in my child's class.
- Do not share my name, email and home phone number with the families in my child's class.

Casa & Elementary students only

All volunteers require a Police Vulnerable Sectors Check available from your city's police department.

- I agree to permit my child to participate in all field trips and activities and will not hold Byron Woods or North Woods Montessori Schools, its staff or volunteers liable in the event of injury or accidental death. I authorize the staff or volunteers to act on my behalf in the event of illness or accident (pediatric first aid, CPR or transport to the hospital by ambulance). Such action will only be taken if the undersigned cannot be contacted.
- I do not wish my child to participate in any off-premise field trips and activities.

Illness Policy

I acknowledge that I have read and will adhere to Byron Woods and North Woods Montessori Schools' Illness Policy as outlined in the Parent Handbook which is part of my child's registration package.

By signing below, you confirm your consent to the above statements.

Date_____
Parent/Guardian Signature

Fee Schedule 2017-18

Registration Fee (non-refundable) Each application must be accompanied by a registration fee of \$170 which will be non-refundable on acceptance of the registration.	\$170.00
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Activity Fee for Casa and Elementary students Annual activity fee to cover field trips, school events and busing for school excursions.	\$150.00
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Monthly Tuition Fees

Toddler	
9:00 to 4:00 Monday to Friday, full day program (includes snacks and hot lunch)	\$1,510.00
9:00 to 11:30 Monday to Friday, half day program (includes snack)	\$1,085.00
9:00 to 12:00 Monday to Friday, half day program (includes snack and hot lunch)	\$1,185.00

Casa	
9:00 to 3:30 Monday to Friday, full day program (includes snacks and hot lunch)	\$1,410.00
9:00 to 11:30 Monday to Friday, half day program (includes snack)	\$1,110.00
9:00 to 12:00 Monday to Friday, half day program (includes snack and hot lunch)	\$1,210.00
9:00 to 1:00 Monday to Friday, half day program (includes snack, hot lunch and outdoor play time)	\$1,310.00

Elementary	
8:30 to 3:15 Monday to Friday, full day program (does not include snacks and lunch)	\$1,310.00

****Note**** Discount of 10% on lower tuition fees for the second child enrolled in the school for the same academic year. Discount of 20% for the third child.

Tuition fees are subject to increase from year to year

Deposit

A deposit equal to one month's tuition fee must be submitted before acceptance to the school. This deposit will be applied to the tuition fee for June. **This deposit is non-refundable.**

The operating costs for Byron Woods and North Woods Montessori Schools are covered solely by tuition fees and are not subsidized in any other way. Tuition fees cover administration costs, teacher salaries, hot lunches/snacks, school events, classroom materials and supplies, maintenance for the buildings and playgrounds.

Fees for Extended Hours/Before and After School Care

Children should arrive at and depart from the school 10 minutes before and after regular school hours before incurring additional fees.

Monthly fees for Extended Hours

Extended morning	
7:30 to 8:50 am	\$100.00
8:00 to 8:50 am	\$75.00

❖ There is a late pick-up policy in effect of \$1.00 per minute per child for any child picked up after the school's closing time of 5:30 pm. If you are running late, you are expected to call the school. Chronic lateness may result in your child being withdrawn from the program.

Extended afternoon <u>Casa and Elementary</u>	
3:30 to 4:30 pm	\$75.00
3:30 to 5:30 pm	\$150.00
Students registered for all three extended periods.	\$220.00

❖ If you need the extended before and/or after school program on an occasional basis, the rate is \$10.00 per hour and should be arranged through the school office.

Extended afternoon <u>Toddler</u>	
4:00 to 5:00 pm	\$75.00
4:00 to 5:30	\$110.00
Toddlers registered for all three extended periods.	\$185.00

❖ If your child is in our half day program and occasionally needs to stay for the lunch period, the fee is \$15.00 per occasion.

****Note**** Discount of 10% for the second child and 20% for the third child enrolled in all three extended periods.

Monthly Tuition Fee		<input type="checkbox"/> 9:00- 3:30 <input type="checkbox"/> 9:00- 11:30 <input type="checkbox"/> 9:00- 12:00 <input type="checkbox"/> 9:00- 1:00 <input type="checkbox"/> 11:30- 3:30
Extended Program Fee(s)		<input type="checkbox"/> 7:30 – 8:50 <input type="checkbox"/> 8:00- 8:50 <input type="checkbox"/> 3:30- 4:30 <input type="checkbox"/> 3:30- 5:30
Total Monthly Fee		Pre-authorized payment form <u>OR</u> nine post-dated cheques dated Sept. 1, 2017 to May 1, 2018 for Total Monthly Fee, payable to: Byron Woods Montessori School <u>or</u> North Woods Montessori School.
Registration Fee (non-refundable)	\$170.00	
Activity Fee	\$150.00	Annual activity fee to cover field trips, school events and busing for school excursions.
School t-shirt (if needed)	\$20.00	<p>Casa and Elementary students are required to wear a school t-shirt on all field trips and school events.</p> <p>Size needed: <input type="checkbox"/> youth extra-small <input type="checkbox"/> youth small</p> <p><input type="checkbox"/> my child already has a school t-shirt</p>
Total prepayment applied to June 2018 (non-refundable)		Post-dated cheque for June 1, 2017 for total monthly fee + registration + activity fee + t-shirt (if needed) to be applied to the June 2018 fee, payable to: Byron Woods Montessori School <u>or</u> North Woods Montessori School.

Tuition Fees

- If you wish to withdraw your child from the program before the end of the school year, written notice must be given. Notice of withdrawal must be dated a minimum of 30 days prior to the end of the last month attended. If a student is withdrawn at any time during a month, the full monthly fee is due. The prepayment, applied to the last month of the school year, is non-refundable.
- No adjustment in tuition fees can be made for absences due to illness or vacation, early withdrawal or parent-initiated attendance changes.
- Tuition fees are due in full the first day of each month. Returned/NSF payments, late payments and/or requests to defer tuition fees will incur a service charge starting at \$30.00. Subsequent returned payments are subject to a higher rated service charge.

Income tax receipts are to be issued to _____.

_____ Date

_____ Parent/Guardian Signature



The Middlesex-London Health Unit and Byron Woods/North Woods Montessori School each need a **copy** of your child's immunization record. The record is on a yellow card. If you can't find it, contact your doctor or healthcare provider to see if they can give you a new one.

Please return this completed form with two copies of your child's immunization record to Byron Woods or North Woods Montessori School.

Name of Child: _____

Male Female

Date of Birth: ____/____/____ (year, month, day)

Ontario Health Card Number: _____

Address: _____

Attending: _____

Parent/Guardian Name: _____ Telephone: (____) _____

If you have any questions, please contact the Health Unit at 519-663-5317 ext. 2330 (#4).

Also, **contact the Health Unit and Byron Woods/North Woods Montessori School every time your child receives a vaccine**, so we can bring the record up to date.

Please be aware that, if requested to, the Health Unit will share the information collected on this form with a doctor, hospital, youth centre, day care, other Health Unit or the Children's Aid Society, for the purpose of ensuring that vaccines are given at appropriate intervals and/or to prevent duplicate vaccinations.

Check here if you **do not** give us permission to do this.

Dear Parents

Byron Woods and North Woods Montessori Schools offer our families the option of paying their monthly tuition electronically by pre-authorized payments for the 2017-18 school year. You still have the option of paying by post-dated cheques or cash if you wish.

Please complete and return the following with your child's registration package.

- I have attached a cheque, payable to Byron Woods or North Woods Montessori School, dated June 1, 2017, for the June 2018 prepayment of \$ _____.
- I wish to have my 2017-18 monthly tuition (and extended program, if needed) payments debited electronically from my bank account. Payments will be debited on the first of each month from September 2017 to May 2018 (or July 2018 if in the Toddler summer program). If the first of the month falls on a weekend or holiday, the payment will be debited on the next business day.

September 1, 2017 to May 1, 2018 (or July 1, 2018) (tuition + extended programme) amount is \$_____.

- I will pay my monthly tuition (and extended program fees, if needed) by post-dated cheques, payable to Byron Woods Montessori School or North Woods Montessori School or by cash.

Date

Signature/ Please print name also

If you opt to have your payments debited electronically, payments will be debited on the first of each month from September 2017 to May 2018 (or July 2018 if in the Toddler summer program). If the first of the month falls on a weekend or holiday, the payment will be debited on the next business day.

Please complete the following and **attach a void cheque or bank information form:**

Name of Financial Institution: _____

Address of Financial Institution: _____

Account Information:

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Transit Number

--	--	--	--

Bank code

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Account Number

Account Name: _____ please print

Contact Name: _____ please print

Contact Phone Number: _____