



Glencoe Junior Kindergarten and Nursery School

GLENCOE JUNIOR KINDERGARTEN AND NURSERY SCHOOL

2023-24 Application & Contract for GJK Preschool

PLEASE USE A SEPARATE REGISTRATION FORM FOR EACH CHILD

Glencoe Junior Kindergarten and Nursery School ("GJK") is a non-sectarian, not-for-profit nursery school. GJK admits students of any race, color, and national ethnic origin. A parent or guardian wishing to enroll their child for the 2023-2024 school year hereby consents and agrees to the following contract terms and requirements.

This application is valid only if signed by a parent or guardian of the child. By executing this contract, you hereby acknowledge and agree that no representations have been made to you or relied upon by you with respect to classroom composition or school staff. GJK reserves the right to cancel this contract upon thirty (30) days notice should there be an occurrence beyond GJK's reasonable control that impairs GJK's ability to carry on the program, including, but not limited to the right to occupy its current or comparable physical space. Furthermore, you acknowledge that GJK does not accept friendship or teacher requests.

Signature \_\_\_\_\_

Family Last Name, Parents' First Names, Address, Unit #, City/State, Zip Code, Home Phone #, Cell Phone # (REQUIRED), Email (REQUIRED), Emergency Contact, Emergency Phone #

Do you need special accommodations for any medical conditions and/or allergies identified by a doctor?  YES

Table with 7 columns: GJK Program Name, Activity Code, Registrant's Name, Birthdate, Gender, Registration Fee, Tuition. Includes a row for 'TOTAL FEE' and a 'TUITION AND FEES' section.

(If there are more applications received within a particular priority group than spaces available, students will be accepted through the GJK lottery process.)

- 1. This child is currently attending GJK. 2. This child or this child's sibling has, at any time, attended GJK. 3. This child currently resides in Glencoe (i.e., family owns, rents or has a contract to purchase a home). 4. This child currently resides outside of Glencoe.

Sign here \_\_\_\_\_ Withdrawal and Refund Policy: ALL REGISTRATION, TUITION, AND LUNCH FEES ARE NON-REFUNDABLE AND NON-TRANSFERABLE.

This Agreement constitutes the entire understanding and agreement between the parties and supersedes all other prior agreements and understandings between the parties, whether written or oral.

Tuition Payments: (Please initial here) \_\_\_\_\_ : if your child is accepted and enrolled in the preschool program, tuition is due in four equal installments due on March 1 April 1, May 1, and June 1. Failure to make tuition payments pursuant to the above schedule may result in forfeiture of your child's place in the program.

Monthly Auto-Charge Authorization

Yes, I would like to use my credit card for automatic payments to GJK Preschool. I understand that my signature below authorizes the Glencoe Park District to charge my credit card, noted on this form, in four monthly installments. The preschool fee will be posted to my billing account on the first business day of each month as noted above. Cancellation of an automatic charge card posting is accepted by written authorization ONLY and must be received before the first of the month. I realize that is my responsibility to notify the Park District office of changes to my credit card information on file. I further understand, should my credit card be declined for any reason, a \$10 fee may be added for the declined card. Although payment is required by the 15th of each month, a \$25 late fee will be automatically posted to my account if payment is not received by the last day of the month.

Cardholder's Name, Card Number (Visa/MC), Card Expiration date, V-Code (3-digit), SELECT PAYMENT TYPE, Cash, Check #, Visa/MasterCard \$

Make Checks Payable to Glencoe Park District. Mail to: Glencoe Park District, 999 Green Bay Road, Glencoe, IL, 60022.

WAIVER ACKNOWLEDGEMENT

and agree to the waiver on the back of this page. Registration is not valid without waiver signature(s).

Participant's Signature (18 years or older or parent/guardian) \_\_\_\_\_ Date \_\_\_\_\_

OFFICE USE ONLY: Reviewed and approved by GJK \_\_\_\_\_ Priority # \_\_\_\_\_

## IMPORTANT

For you and/or your child to participate in Park District programs, you must carefully read both the Waiver and Release on this page. Your signature (required on reverse side) signifies that you agree to these terms and conditions.

## Waiver and Release

Please read this form carefully and be aware that in signing up for and participating in programs/activities, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you might sustain as a result of participating in any and all activities connected with and associated with said programs/activities (including transportation services/vehicle operation, when provided). I recognize and acknowledge that there are certain risks of physical injury to participants in these programs/activities, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ ward or I may sustain as a result of said participation. I further agree to waive and relinquish all claims against the Glencoe Park District and School District

35, including their officials, agents, volunteers and employees (hereinafter collectively referred to as "Park/School District"), which I may have (or that accrue to me) as a result of participating in these programs/activities. I do hereby fully release and forever discharge the Park/School District from any and all claims for injuries, damages, or loss that I may have or which may accrue to me arising out of, connected with, or in any way associated with these programs/activities. I have read and fully understand the above important information, warning or risk, and waiver and release of all claims. If registering via fax, I understand my signature shall substitute for and have the same legal effect as an original form signature.

## Conduct Policy

The Glencoe Park District reserves the right to expel or deny participation to any person in any program, event or facility whose behavior interferes or disrupts the quality of those offerings or the staff or other participants engaging in them. Children's parents or guardians shall be notified of the first incident; the second incident shall require the presence of a parent at a meeting with the instructor and a Park District Administrator/Program Manager; a third incident may result in an expulsion of the child from the program, event or facility.

## Program Participant Contact Roster Policy

It is the practice of the Glencoe Park District not to share names, addresses, emails or phone numbers of participants, unless we have written permission from a guardian or parent to do so.

## Parental Sportsmanship Agreement

This agreement is between you, the parents, and the referees and coaches of the Glencoe Park District. This agreement is intended to prevent parental intervention into the playing of the game.

One of the perceived problems with athletics is inappropriate parental complaints and overzealous actions toward the players, coaches and referees during the playing of the game. Your "job" as a parent is to root for your child and your child's team, not to complain about the referee's calls or the coaching and decision making of the volunteer parents. Athletics provides an opportunity for our children to learn about good sportsmanship in a team sport environment. They do not often learn this in school. They learn sportsmanship by example; and you, the parent, are your child's best example. By signing the registration form, you agree to be an active (or passive), but positive, fan at the game; not a disruption. The first offense for disrupting an athletic game or event or others' enjoyment of the game, will result in a warning to the parent and possible suspension from attendance for one game. A second offense will mean that you will not be allowed to attend your child's games or event for the remainder of the season. If you continue to attend your child's games after a second warning or continue as a disturbance in any way, you and your child will be removed from the team roster/program for the remainder of the season.

## Participants with Allergies

Participants with allergies, such as to bee stings, peanut products, dairy, etc., may be at risk of a serious allergic reaction while participating in a Park District program due to contact with or ingestion of the allergen. The Glencoe Park District cannot guarantee an allergen free environment, but with your cooperation we can create safer surroundings and be better prepared to handle emergencies. The Park District will make reasonable, feasible, and practical accommodations to allow participants with life-threatening allergies to participate in our programs. Glencoe Park District requests participants, parent(s) and/or guardian(s) complete and submit a Food Allergy Action Plan and other required forms a minimum of seven (7) days prior to the participant's first day of attendance to allow time for accommodations and to train appropriate staff. Forms may be obtained at the Takiff Center main registration desk.

## Photo & Video Policy

Photos and video footage may be taken of participants in a class, during a special event or at the District's parks and facilities. These photographs are for Park District publications, fliers, brochures, posters, or online use. All photos and videos taken on Park District property are for Park District use and become its sole property. If you do not wish to be part of photos or videos, please notify Park District staff at that time. For further information, please call the Park District's Marketing and Communications Manager at (847) 835-3030.

**PARTICIPATION WILL BE DENIED** if the signature of adult participant or parent/guardian and date are not on the reverse side of this waiver. A signature is required for each participant 18 years old or older and one signature for all minor children/dependents.

This waiver is transferable and therefore applies to all future programs and/or passes