



Date Rec'd _____

Strtng Date _____

Deposit _____

Cmpltn Date _____

Application for Admission 2018-2019

I hereby make application for the enrollment of the following child as a student in Ridley Orchard School for the year 2018-2019. I agree to abide by all the terms and conditions outlined in the Procedures for Application and Admission and by the rules and regulations of the school and the resolutions and by-laws as outline in the Policies and Procedures and Parent Handbook. Ridley Orchard School is a community based Early Learning Enrichment facility licensed by the Ministry of Education.

Admission month: _____ **and year:** _____

Child's name: _____ male _____ female _____

Birth date: _____ Birth place: _____

Address: _____
street city postal code

Family Email(s): _____

Parent 1 name: _____ Address: _____

Telephone No. home: _____ bus: _____ cell: _____

Occupation: _____ Business Address: _____

Parent 2 name: _____ Address: _____

Telephone No. home: _____ bus: _____ cell: _____

Occupation: _____ Business Address: _____

Physician's name _____ Address _____ Tel: _____

Child's Health Card No. _____ Child's medication? _____

Child's allergies? _____ Does your child have an Epipen? _____

Please list person(s) authorized to pick-up child _____

Program:

___ Senior Kindergarten enrichment (5 years old as of starting year)

___ Junior Kindergarten enrichment (4 years old as of starting year)

___ Pre-kindergarten (3 years old as of starting month)

___ Pre-school (2 ½ years old as of starting month)

___ Toddler (1 ½ years old as of starting month)

Days and Duration:

___ 5-Day _____ full day or ___ ¾ day or ___ morning or ___ afternoon

___ 4-Day (____, _____, _____, _____) _____ full day or ___ ¾ day or ___ morning or ___ afternoon

___ 3-Day (M,W,F) _____ full day or ___ ¾ day or ___ morning or ___ afternoon

___ 2-Day (T,Th) _____ full day or ___ ¾ day or ___ morning or ___ afternoon

___ Add Hot Lunch

The undersigned acknowledges that fees, once deposited, are non-refundable and non-transferable.

Parent Signature: _____ **Date:** _____



Procedures for Application for Admission 2018-2019

1. Application with Deposit & Installment Payments

- For School Admission, each completed Application for Enrolment form must be completed, signed and accompanied by the deposit and installment balance payments, in accordance with the fee schedule.
- The deposit is deducted from the fees.
- The deposit must be current-dated.
- School fee balance due in 3 equal installment payments dated April 1st, August 1st & November 1st, 2018.
- Once payments are deposited, they are non-refundable and non-transferable.
- Payments are payable to Ridley Orchard School.
- Tuition is tax deductible, receipts issued.

2. School Programs

- Toddler Program; students are 1½ years old as of starting month
- Pre-school Program; students are 2 ½ years old as of starting month
- Pre-kindergarten Program; students are 3 years old as of starting month
- Junior Kindergarten Enrichment Program; students are 4 years old as of starting year
- Senior Kindergarten Enrichment Program; students 5 years old as of starting year

3. Deadline for Application

- A 2-week (mid to end of October) priority re-admission is given to returning students and siblings of present and former students.
- After which time all complete Applications are processed as they are received; on a first come first serve bases.

4. Acceptance

- Upon receipt of your completed Application, deposit and installment balance payments you will receive Confirmation of Acceptance.
- Only complete Applications will be processed.
- Further information will follow and an orientation appointment will be arranged in June.

5. Waiting List

- Applicants, for whom a space is unavailable will be informed by phone and placed on a wait-list.
- As soon as space becomes available, the applicant will be notified and registered.
- Should space not become available, the deposit and installment balance payments are returned.

6. School Days and Hours Available

- 12-month program from September through August.
- 10-month program from September through June.
- Full-day** hours are 9:00 am – 2:55 pm.
all material, core curriculum, specialty programs, hot lunch and two snacks included

- ¾ - day** hours are 9:00 am – 1:30 pm.
all material, core curriculum, specialty programs, hot lunch and snack included
- ½ - day morning** hours are 9:00 am – 11:30 am.
all material, core curriculum and snack included
- ½ - day afternoon** hours are 12:30 pm – 2:55 pm.
all material, specialty programs and snack included
- Hot Lunch** hour 11:30 am – 12:30 pm.
- 4-day program is M,T,W,Th or T,W,Th,F
- 3-day program is M,W,F
- 2-day program is T, Th
- School closed for TDSB PA Days, 2 weeks Winter Break (December/January), 1 week Spring Break (March) and Statutory Holidays.

7. Withdrawal

- If a parent/guardian withdraws their child from the school, payments that have not been deposited will be returned upon receipt of written letter of intent and explanation for withdrawal.

School Fee Schedule

Days	Tuition	Deposit	Balance
½ Days morning 9:00-11:30am; all materials, core curriculum & snack, afternoon 12:30-2:55pm; all material, specialty programs & snack			
5	\$7272	\$450	3 x \$2274
4	6516	450	3 x 2022
3	5733	450	3 x 1761
2	4527	450	3 x 1359

Hot Lunch Program 11:30am-12:30pm; hot lunch made fresh from scratch using only natural nutritious ingredients and no trans fats

5	\$1892	2 x	\$946
4	1658	2 x	829
3	1492	2 x	746
2	1208	2 x	604
1	896	2 x	448

Hourly rates \$35

Hot Lunch program fees due in 2 equal instalment payments dated Aug. 1st, and Nov. 1st, 2018.

¾ Days 9:00am-1:30pm; all materials, core curriculum, specialty programs, hot lunch and snack included			
5	\$10793	\$500	3 x \$3431
4	9533	500	3 x 3011
3	8225	500	3 x 2575
2	7382	500	3 x 2294

Full Days 9:00am-2:55pm, all materials, core curriculum, specialty programs, hot lunch and two snacks included

5	\$12195	\$600	3 x \$3865
4	11283	600	3 x 3561
3	9558	600	3 x 2986
2	8136	600	3 x 2512