

Alison's Letterland Child Care Centre (Summer School 2010)

www.letter-land.com

info@letter-land.com

SUMMER FUN PROGRAMME 2010 from 05/07/2010 to 27/08/2010

Alison's Letterland Child Care Centre International Kindergarten Summer Fun Programmes offer a whole summer of fun activities to entertain and educate children age 2 to 6 years old children: painting, clay modeling, cooking, dancing, science experiments, storytelling and much much more. Programmes throughout July and August are organised into 2-week blocks of theme-based activities. Enroll for any of the 2-week sessions or the whole 8-week course. Give your child the advantage of a brighter summer by enrolling today.

For more information about our Summer School Classes we invite you to our Summer School Power Point Presentation on the 05/06/2010 or contact us info@letter-land.com

Register your child:

Payment

You are required to pay your child's summer school fee when you register your child. (Non refundable)
The school fee includes all teaching materials and daily snacks at the centre

Summer School

Alison's Letterland Child Care Centre operates throughout July and August. However, the summer school is optional.

Tuition Fees

Our fees are competitive and represent excellent value for money. Unlike Kindergarten (schools), Alison's Letterland Child Care Centre International Kindergarten is funded entirely by tuition fees. From these fees, we ensure that each kindergarten is staffed with well qualified teaching staff and assistants, with a high adult to child ratio, that the provision of teaching materials is generous and age-appropriate and that the facilities are well-maintained, safe and suitable for young children.

Tuition fee (The tuition fee for the summer school year 2010) is:

- HKD \$ 2,200 per block for AM or PM class
- HKD \$ 1,000 per block for 2 times a week
- HKD \$ 1,400 per block for 3 times a week

Blocks Available

- Block 1 (05/07/2010 – 16/07/2010)
- Block 2 (19/07/2010 – 30/07/2010)
- Block 3 (02/08/2010 – 13/08/2010)
- Block 4 (16/08/2010 – 27/08/2010)

Application Fee

A non-refundable application fee of \$300 applies to all applications. The application fee includes a starter pack with a free t-shirt. The T-shirt can be worn to the class and must be worn for any special events and outdoor visits.

Early Bird Summer School Registration

This time we offer all parents an Early Bird Summer School Registration from 27/02/2010 to 27/05/2010 to secure your child's space in our summer school class. If you register your child in this time period we will waive the Application Fee of HK\$ 300.

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School location

Sessions requested

Name (Student)

Sex (Student)

Date of birth (Student)

Nationality (Student)

Home address

Emergency address

Home contact #

Work contact #

Mobile contact #

Emergency contact #

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Name (Parent(s))

Parent's HK ID #

Helper's HK ID #

Email address

Any other relevant information

From where did you hear about us?

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Regulations at Alison's Letterland Child Care Centre

All of the regulations at Alison's Letterland Child Care Centre are for your child's benefit and safety. There are forms that must be completed before your child registers with the centre. All of the forms are required by the Government of Hong Kong. Thank you for your co-operation.

Absence and Arrival

If your child will not be attending class at Alison's Letterland Child Care Centre, you must inform the Centre by phone.

Please ensure that your child arrives at the Centre before

- 09:30am
- 01:30pm

The front door will be open for the morning class at 8:30am and 12:45pm for the afternoon class.

On registration, you are required to record your ID card number and your child's guardians. If at any time another person, not recorded on the registration form, collects your child, you must inform the Centre. If we are not informed, for safety reasons, we cannot allow your child to leave the Centre.

Application Fee & T-shirt

A non-refundable application fee of \$300 applies to all applications. The application fee includes a starter pack with a free t-shirt.

The T-shirt can be worn to the class and must be worn for any special events and outdoor visits.

Indoor Shoes

You are required to provide your child with a pair of indoor shoes, which must be clearly labeled and have backs to them. The indoor shoes are to be kept at the Centre. It is sensible to provide your child with a small bag with a change of clothes inside, in case they have any accidents at the centre.

Book Bags and Creative Writing Book

The Centre provides your child with a book to share with you once a week and a news book. However, if the books are damaged or misplaced, you must replace the book or pay for a new one.

Toys

Your child is not allowed to bring toys to the Centre, unless he/she is required to bring them for topic work.

Early Years Foundation Stage Profile

Your child will be presented with their Key Stage One Profile once a year. It must be signed and returned to the Centre. You will be able to keep your child's Key Stage One Profile at home, at the end of the school year.

Early Milestones

The early milestones are to give your child's class teacher more knowledge and information about your child. Please complete the early milestones when you register your child at the centre.

Typhoon and Rainstorm Warnings

Alison's Letterland Child Care Centre does not operate during the following weather conditions:

- Typhoon No. 3 and No. 8
- Rainstorm warnings – Red and Black.

Please observe weather conditions before leaving home. If the above signals are hoisted during the class, you will be contacted to come and collect your child from the Centre.

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Forms to be completed

You are required by the Government of Hong Kong to complete the following forms before you register with Alison's Letterland Child Care Centre.

- Registration Form
- Medical Details
- Birth Certificate
- Immunization Certificate

Payment

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Consent and Acceptance

I

(Parent/ Guardian)

Agree to the following points:

- I certify that the information provided above is true and correct.
- I understand and accept all rules and regulations from Alison's Letterland Child Care Centre
- I understand and accept that a signed Enrolment Contract is required before my child can start school.
- I agree that in the event of a medical need, my child should be taken to the nearest hospital or
(Enter alternative hospital name and address, if any)

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- I agree to pay all medical and other expenses incurred in the treatment of my child.
 - I consent to the use of images of my child participating in school activities on the Letterland website and in promotional materials.

Signature of Parent/ Guardian

Name in full

HK I.D. # (Passport #)

Date
