



4229 Mary Ave.  
 Olivehurst, CA 95961  
[www.fusionkidsco-op.com](http://www.fusionkidsco-op.com)

## Admission Agreement 2015-2016

### Enrollment Info

Child's name	
Date of birth	
Gender	Male <input type="checkbox"/> Female <input type="checkbox"/>
Parent 1 name	
Parent 2 name	
Street Address	
City, State, Zip	
Home Phone	
Cell phone 1	
Cell phone 2	
Work phone 1	
Work phone 2	
Email address 1	
Email address 2	

How did you hear about Fusion Kids Co-op?

## Program Schedule

Monday, Wednesday, Friday 8:30-Noon

Tuesday & Thursday 8:30-Noon

## Parent Participation Level

Please check the box next to the preferred participation level. If you are interested in more than one you may rank them numerically to indicate your preference. If you have a background in a specific area that you feel would be a good fit for any of these roles such as a teaching credential, fundraising experience, gardening etc. please explain in the box provided at the end of this section.

<input type="checkbox"/>	<p><b>Parent Teachers</b></p> <p>Parent Teachers are an integral part of the success of Fusion Kids Co-op Preschool. As a Parent Teacher you will be responsible for planning and delivering lessons to the students of the co-op using the Fusion Early Learning Curriculum. Parent Teachers will need to be available for curriculum and teacher trainings. Trainings may take place outside of normal co-op hours and will occur at least three times per school year. Parent Teachers will teach students for one week each month on either a M/W/F or T/Th schedule. There will be a limited number of Parent Teacher enrollments available. Potential Parent Teachers should have prior experience in the field of education and lesson planning.</p> <p><b>Tuition</b></p> <p><input type="radio"/> \$140/month for 2 days (Tuesday/Thursday)</p> <p><input type="radio"/> \$180/month for 3 days (Monday/Wednesday/Friday)</p>
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<input type="checkbox"/>	<p><b>Supporting Roles</b></p> <p>These positions are the most plentiful and varied. They include teacher aides, snack program volunteers, opening/closing duties, serving on various support groups lead by Parent Committee Appointees etc. Some of these roles may be seasonal and may change as needed. When you enroll as a Supporting Role family, you will typically have several options available based on the current needs of the program.</p> <p><b>Tuition</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> \$160/month for 2 days (Tuesday/Thursday)</li> <li><input type="radio"/> \$200/month for 3 days (Monday/Wednesday/Friday)</li> </ul>
<input type="checkbox"/>	<p><b>Parent Committee Appointees</b></p> <p>These positions are appointed by the Board and play an integral role on the business and organizational side of the Co-op. Positions include:</p> <ul style="list-style-type: none"> <li><input type="radio"/> Volunteer Coordinator</li> <li><input type="radio"/> Fundraising Coordinator</li> <li><input type="radio"/> Community Outreach Coordinator</li> <li><input type="radio"/> Facilities Manager</li> <li><input type="radio"/> Garden Program Director</li> </ul> <p><b>Tuition</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> \$100/month for 2 days (Tuesday/Thursday)</li> <li><input type="radio"/> \$130/month for 3 days (Monday/Wednesday/Friday)</li> </ul>
<input type="checkbox"/>	<p><b>Non Participating</b></p> <p>Fusion Kids Co-op will allot a limited number of spaces to a non-participating enrollment status. Although the success of the co-op relies heavily on parent participation, financial support is equally important. The additional tuition from these enrollment slots will be valuable to the continuing development of the programs offered at the co-op.</p> <p><b>Tuition</b></p> <ul style="list-style-type: none"> <li><input type="radio"/> \$320/month for 2 days (Tuesday/Thursday)</li> <li><input type="radio"/> \$400/month for 3 days (Monday/Wednesday/Friday)</li> </ul>

Specialized Background or experience (if applicable)

Please tell us a little about your Child and your family

Tell us about any health issues including allergies

## In Case of Emergency

Fusion Kids Co-op is not a child care program. If a parent or guardian is not onsite participating, it is their responsibility to remain available in the event of an emergency or to ensure that a verified emergency contact listed below is available to address the emergency immediately.

### Emergency Contacts

	Name	Authorized for Pick Ups	Relationship	Phone #
1		Yes / No		
2		Yes / No		
3		Yes / No		
4		Yes / No		
5		Yes / No		
6		Yes / No		

**Authorized for Pick ups:** THESE ARE NAMES OF PERSONS AUTHORIZED TO TAKE THE CHILD FROM THE FACILITY. A CHILD WILL NOT BE ALLOWED TO LEAVE WITH ANY OTHER PERSON WITHOUT WRITTEN AUTHORIZATION FROM PARENT OR GUARDIAN.

### PHYSICIAN OR DENTIST TO BE CALLED IN AN EMERGENCY

Physician	Address	Phone	Medical Plan & Number

  

Dentist	Address	Phone	Medical Plan & Number

### **Late Payment Policy**

Tuition is considered late if not able to be processed on the EFT date indicated on the Billing and Holiday Schedule. A \$25.00 late fee may be added to the cost of tuition for that billing period if the date for processing is postponed by request. If tuition and any other outstanding charges are not paid within seven days of the due date attendance at the School will no longer be permitted until tuition is paid in full for the past due amount and for the current period. If no payment is received or able to be processed by the end the second business week of the billing period your child's enrollment at Fusion Kids Co-op will be terminated effective immediately.

### **Refund Policy**

Refunds requested seven or more days prior to your child attending Fusion Kids Co-op will be granted minus a \$25.00 processing fee. Refunds requested less than seven days prior to your child attending Fusion Kids Co-op will be granted with a 25% penalty of the first month's tuition amount. No refunds will be granted after the first day of school unless a valid physician's written excuse or proof of relocation out of the area is submitted. Fusion Kids Co-op reserves the right to review and make final decisions regarding all refunds.

### **Absences**

If your child is going to be absent or late, please call Fusion Kids Co-op by 8:00 am and notify the Director. If you are taking a vacation for a period of a week or more please notify the Director at least two weeks prior to leaving so appropriate arrangements can be made. No discounts are given for absences or vacations.

### **Holidays**

Pricing is developed with all holidays and breaks for each schedule considered and accounted for. Make up days/Re-do days will not be tracked and awarded as the pricing is inclusive of all holidays and time off.

### **Medications/Illness**

The only allowable medication to be administered at Fusion Kids Co-op includes "over the counter" medications, and that which is prescribed by a physician. All medications must be in the original packaging and read the indicated student's name only. Medications will be stored in a secure location and will not be kept with the student. A medication release form must be completed for each medication. Medication required to be administered longer than two weeks require a physician's signature on the medication release form.

### **Notice of Change**

Parents and guardians of Fusion Kids Co-op will be given a 30 day written notice of changes in tuition, fees and/or policies.

### **Termination by Parent/Guardian**

At Fusion Kids Co-op we understand that there may come a time when you have to move on. We ask that you give us a 30 day written notice prior to terminating your child's enrollment with us. If less than 30 days notice is given the following month tuition will be billed and collected. You are welcome to attend through the end of that billed month.

### Termination of Agreement

There may be times when it is deemed necessary for the Director to terminate a child's enrollment at Fusion Kids Co-op. Such a decision would only be made if it was in the best interest of the child and every effort had been made to correct a problem situation. The following are reasons a child's enrollment may be terminated:

- Abuse to other children, staff or property, disruptive or dangerous behavior, the school's inability to meet the child's needs, unresolved differences with a parent/guardian, unpaid tuition and failure to meet parent participation requirements.

### Photo Release: (Please initial next to all that apply)

\_\_\_\_ Yes, my child's photo may be used for school related activities including a yearbook, annual graduation/summer party slide show or posted in the school.

\_\_\_\_ No, my child's photo may not be used at anytime. (If this applies to Class Composite as well parent must notify photography company to not include)

### Hours/Days of Operation

Regular hours of operation are weekdays 8:30 am -noon, There is a late pick-up fee of \$1 per minute after the regularly scheduled pick-up time. Please refer to the school calendar for the days the preschool is closed.

### Payments:

The only form of payment accepted is automatic Electronic Funds Transfer (EFT) withdrawals from a checking account at the beginning of each month. Insufficient funds will result in a \$25 NSF fee. Please see the Billing and Holiday calendar for specific processing dates.

### Acceptance

I, the parent/guardian of have read, understand, and will abide by this Admission Agreement. I understand there is a Parent Handbook available at [www.fusionkidsco-op.com](http://www.fusionkidsco-op.com). I understand that the policies contained in these documents will remain in effect until otherwise changed by the Administration of Fusion Kids Co-op.

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Parent/Guardian Signature

Date

## EFT Payment Form

<b>Student Name</b>	
<b>Parent or Guardian Name</b>	
<b>Phone #</b>	

<b>Name as it appears on account</b>	
<b>Account Holder Phone #</b>	
<b>Financial Institution</b>	
<b>Routing Number</b> (the 9 digits on the bottom left of the check)	
<b>Checking Account Number</b> (located to the right of the routing #..include all zeros, exclude the check number)	
<b>Billing Cycle</b>	Monthly--billed at the beginning of each month. See Billing and Holiday Calendar for specific processing dates.

To complete your enrollment in our EFT payment system you will need to attach a **voided check** here.

I authorize Fusion Kids Inc. to initiate debits to my checking account according to the schedule above for balances due. I understand that both Fusion Kids Inc. and my financial institution reserve the right to terminate this agreement at anytime. This authority is to remain in effect until revoked by me in writing.

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Printed Name of Account Holder

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Account Holder Signature

Date