



KUWAIT REGGIO
CENTER

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Student Application 2018

Date of Registration: D__M__Y____

Preferred Days of Attendance (24 months and up must come 5 days a week): S M T W Th

Class Language (check one):

- English Only
 Bilingual:Arabic/English (available from 18 months-5 years)

Student's Information:

First Name: _____

Family Name: _____

Date of Birth: D__M__Y____ Place of Birth: _____

Nationality: _____ Religion: _____

Civil ID #: _____

Passport # (non-Kuwaiti): _____

Primary language(s): _____

Siblings currently enrolled: _____

Parent's Information:

Father

Mother

Name: _____

Nationality: _____

Marital Status: _____

Occupation: _____

Company Name: _____

Student Name: _____

Father

Mother

Home Address: _____

E-Mail: _____ _____

Mobile #: _____ _____

Civil ID #: _____

Passport # (non-Kuwaiti): _____

*Please check the where you would like to be primarily contacted.

Medical Information:

Has your child been immunized for the following:

Hepatitis B Y / N Polio Y / N

D.P.T. Y / N H.I.B. Y / N

M.M.R. Y / N Meningococcal Meningitis Y / N

Has your child ever been diagnosed with any of the following:

Epilepsy Y / N Asthma Y / N Food Intolerances Y / N

Eczema Y / N G6PD Y / N Diabetes Y/N

Phthisis Y/N Autism Spectrum Disorder Y / N Other Y/N

If so, please explain: _____

Student Name: _____

Please list all allergies: _____

Emergency Contact:

Name: _____

Telephone #: _____

Relationship to student: _____

Please enclose the following with this application:

- 5 passport size photographs.
- Copy of student's birth certificate.
- Copy of student's civil I.D.
- Copy of parent's civil I.D.
- Copy of student and parent's passport or residency (non-Kuwaiti)
- Copy of student's vaccination record.

If _____ (name of child) is accepted into Kuwait Reggio Center
I _____ (name of parent) agree to pay the tuition fees for the
whole year according to the fee payment schedule.

I understand that the deposit is non-refundable. I understand that the tuition fees are payable in advance according to the nursery's schedule and no refund of tuition fees is possible in case of temporary or permanent absence.

I have read and signed Kuwait Reggio Center's Nursery Policies and understand that if my child or I do not comply with the school's policies Kuwait Reggio Center reserves the right to terminate the student's placement without refund.

Parent Signature: _____ Date: _____

School Policies 2018

When your child joins the Kuwait Reggio Center your whole family is entering into a relationship with the teachers and staff at the school. Like any relationship, we want open communication and discussion in order to come to compromises that meet everyone's needs. Our policies are not laws and they are not designed to be punitive; they are guidelines that we are open to modifying if it best serves the needs of our community. We ask you to abide by these policies to help us create a community that is based on equality, trust, and respect.

- Equality
 - Semester fees must be paid in full by the first school day of the semester in order for your child to join the class.
 - Children should be dropped off between 8-8:30am.
 - Children should be picked up between 12:30-1pm.
 - Between the hours of 9am and 1pm we ask that you arrange with the teacher if you wish to come to the school. The teacher is trying to provide the best learning environment for all of the children, so please respect the times that she suggests are appropriate for you to be in the classroom.
 - There will be sign-ups for different opportunities to participate in school activities. These sign-ups will be available online only so that everyone has equal access to them. We will accept participants on a first-come first-serve basis. If throughout the year we do not offer a time during which you can participate, please speak to the teacher to find a time that works in your schedule.
 - Every child deserves to celebrate their birthday with their classmates. Every child deserves to join in this celebration. Due to dietary restrictions and preferences, we ask that you arrange with the teacher an appropriate way to celebrate your child's birthday. You must always get the teacher's approval for any food or items brought in to share with the class. No outside food or items that have not been pre-approved by the teacher will be given to the students.
- Trust
 - We will communicate on a daily basis with whoever comes to pick up and drop off the child and trust that person to communicate with us. We therefore ask that you try to pick up or drop off your child as often as you can. We are not responsible for information lost or confused because it was given to us by or we gave it to someone who was unable to communicate it to the family at large.
 - By sending your child to school, you are agreeing to the risk that your child might get injured, including by another child. You are also accepting that these injuries occur usually without fault. We ask you to trust that everyone at Kuwait Reggio Center wants what is best for your child. We will document and report to you any injury or illness that occurs during the school day to the best of our ability. We ask that you do the same for any injury or illness that occurred at home.

- Documentation in the form of photographs and videos provide teachers and parents with information about the children’s learning and progress. Photo evidence will be displayed around the school and classroom.
- We trust that any photos you take will be used responsibly and not shared publicly without the consent of the parents of the children in the photos. Our staff will not use any photos of your children or their work on their personal social media accounts.
- Photo evidence will be used in the following ways.
 - Documentation that will be: displayed in the school, sent to you via our parent-communication app, and sent home as part of class reports and projects.
 - Center publications that may be used in educational workshops or for professional development and research.
- In addition, photos can be used on our public social media (Instagram, Facebook, website, and blog).
 - If you DO NOT AGREE to this use of your child’s photo please check the box.
- **Respect**
 - During the school day, the classroom teachers are the ones who spend the most time with and know your child the best. We ask that you talk to them first about any problems or concerns you may have. If you come directly to the administration, we will ask you to speak to the teacher. If you and the teacher cannot come to an understanding, the administration will meet with you and the teacher to act as a mediator.
 - Children should not come to school if they have had a fever within the last 24 hours or have been diagnosed with any contagious condition (including skin and eye conditions). If a teacher sees that a child is not well, she will call and ask that your child go home. Please make sure that someone is available to collect your child from the center in case of illness.
 - The adjustment from home to school is a child’s first of many major transitions towards independence. We respect that for some children this transition might be much harder than expected. For this reason, if after the first month of enrollment we decide that your child is not adjusting and not benefiting from being in school, we will ask you to remove your child and refund your money minus the 100KD registration fee and 260KD for the month they attended. This refund is at our discretion.

Parent Signature: _____ Date: _____

