

MINIAPPLE INTERNATIONAL MONTESSORI

1125 5TH Street SE
Minneapolis, MN 55414
612-378-9375

mpls@miniapplemontessori.com

780 Helmo Avenue North
Oakdale, MN 55128
651-739-6275

oak@miniapplemontessori.com

1875 West Perimeter Drive
Roseville, MN 55113
651-628-9575

rose@miniapplemontessori.com

Dear School Age Families:

Welcome to the Miniapple Int'l Montessori School Age Summer Camp! We are again pleased to offer a fun, activity-packed summer program for 6-10 year olds at our Minneapolis and Oakdale locations. Campers can look forward to arts & crafts, geography, science, cooking, hiking, music, reading & academics, sports, games, picnics, gardening, fieldtrips, exploration and more!

Miniapple's School Age Summer Camp will run from June 6th through August 25th, 2011. We welcome children who will enter grades 1-5 in the fall. The maximum class size is 20 students.

Tuition: 3 days/week 8:30-3:30 \$120.00/week Extended Day: additional \$ 30.00/week
 5 days/week 8:30-3:30 \$160.00/week Extended Day: additional \$ 35.00/week

Please refer to the Registration Contract for additional tuition and registration information or contact Miniapple with any questions.

It's going to be a great summer! We are looking forward to working with you to make your child's experience at Miniapple one of learning, discovery and fun!

Sincerely,

The Staff at Miniapple Int'l Montessori

Policies & Terms of Miniapple International Montessori Summer Programs of 2011

This statement of policies and terms covers all Miniapple International Montessori Summer Programs. By signing the Registration Contract, you agree to these Policies and Terms.

- 1. Registration:** Registration begins on February 1st, 2011. In order to secure a spot for your student, the \$120.00 registration fee must accompany registration; this fee is non-refundable, but will apply to camp activity fees. Phone registrations will not be accepted.
- 2. Registration Contract:** The Registration Contract is binding beginning June 6th, 2011. The parent/guardian is responsible for the full payment as of June 6th, 2011, even if the student does not attend.
- 3. Refund Policy:** There will be no refund if a student withdraws from any camp/class after June 7th, 2011. All changes must be received in writing before June 6th, 2011 to avoid tuition charges.
- 4. Schedule Changes:** A two-week written notice is required for any schedule changes.
- 5. Dismissal of Student from the Summer Program:** We reserve the right to dismiss any child from the Miniapple Summer Program at our discretion. In such cases, we will prorate the refund for remaining time in camp. No other reductions can be made unless previously agreed upon.
- 6. Medical Forms:** The Miniapple Summer Program requires a completed 2011 Emergency Card and a medical form to be returned in order to participate in the program. A student may not attend until these papers are on file in the office.
- 7. Lost or Stolen Items:** Parents are urged to mark all clothing with the student's name to ensure complete identification of all items and to protect against loss. Miniapple assumes no responsibility for lost or stolen personal property. We discourage participants and staff from bringing anything of value, such as jewelry, money or expensive clothing to school. Children are discouraged from bringing toys to the program.
- 8. Zero Tolerance Policy:** We have zero tolerance for weapons or anything that could be construed as a weapon. We do not tolerate foul language, threatening language or harassment of any sort. Violation of this policy will be grounds for dismissal.
- 9. Tuition Payment:** Payment in full for the first month's tuition is due by June 6th, 2011, unless other arrangements are made in advance. A \$10/week late fee will be assessed after the 5th day of each month for all accounts not paid in full, unless other arrangements have been approved by the Program Director. All checks must be made payable to Miniapple Int'l Montessori. We do not accept cash or credit card payments, post-dated checks, or out of state checks.
- 10. Class/Camp Cancellation:** We reserve the right to cancel any class or camp offering. You will be notified at least three weeks prior to the start of class if it is cancelled. We also reserve the right to combine classes/camps as necessary per licensing requirements.
- 11. Instructor Change:** We reserve the right to change the instructor of any class as staffing needs and schedules dictate.
- 12. Use of Photographs:** A signed Registration Contract is a release that allows your child's photo to be used in any promotional material.

MINIAPPLE INTERNATIONAL MONTESSORI SCHOOLAGE SUMMER CAMP REGISTRATION CONTRACT

Start Date _____ Location (check one):

_____ 780 Helmo Avenue North
Oakdale, MN 55128
651-739-6275

_____ 1125 5th Street SE
Minneapolis, MN 55414
612-378-9375

Student's Name _____ Birthdate _____ Gender _____ Grade Fall '11 _____

Parent/Guardian _____ Social Security # _____

Home Address _____ City & Zip _____

Home Phone _____ Work/Cell Phone _____ Employer _____

Parent/Guardian Email Address _____

Parent/Guardian Name _____ Social Security # _____

Home Phone _____ Work/Cell Phone _____ Employer _____

Parent/Guardian Email Address _____

In case of emergency, I authorize the following to act on my behalf if I cannot be reached:

Emergency Contact Name _____ Daytime Phone _____

Address _____ City & Zip _____

Tuition: 3 days/week 8:30-3:30 \$120.00/week (includes two snacks per day) Extended Day: additional \$30.00/week
5 days/week 8:30-3:30 \$160.00/week (includes two snacks per day) Extended Day: additional \$35.00/week

Activity Fee: \$40.00/month-cannot be prorated

Tuition and activity fees must be paid in advance every four weeks. Tuition that is a week late or more will incur a \$10.00 per week late fee. One week of vacation credit for tuition is allowed for the school age program only (does not apply to activity fee), and must be taken in whole-week increment. Sibling discount does not apply to school age program. You are responsible for tuition and activity fees for all weeks of attendance indicated on this form, even if your child is absent due to illness, holiday, vacation or any other reason (except for one week of vacation credit). Please note that we will be closed on July 4th and August 26th (for Staff In-service).

Check the weeks your child will attend camp. Indicate vacation week if applicable.

X	Week	Dates	Circle Program & Days of Attendance	Extended Day	Vacation
	1	June 6-10	3 full: M T W TH F 5 full M-F		
	2	June 13-17	3 full: M T W TH F 5 full M-F		
	3	June 20-24	3 full: M T W TH F 5 full M-F		
	4	June 27-July 1	3 full: M T W TH F 5 full M-F		
	5	July 5-July 8	3 full: X T W TH F 5 full M-F		
	6	July 11-15	3 full: M T W TH F 5 full M-F		
	7	July 18-22	3 full: M T W TH F 5 full M-F		
	8	July 25-29	3 full: M T W TH F 5 full M-F		
	9	August 1-5	3 full: M T W TH F 5 full M-F		
	10	August 8-12	3 full: M T W TH F 5 full M-F		
	11	August 15-19	3 full: M T W TH F 5 full M-F		
	12	August 22-25	3 full: M T W TH X 5 full M-F		

Does your child have any special physical, social or medical needs, or food allergies that we should be aware of? If yes, please explain _____

List any medications, including inhalers, your child takes regularly: _____

Is there anything we should know to serve your child better? _____

How did you hear about the Miniapple Summer Program? _____ Flyer mailed to my home _____ Yellow Pages
_____ Ad in Family Times _____ Ad in MN Parent _____ Referral (by) _____
_____ Other (please list) _____

I have read and agree to all terms and policies of the Miniapple International Montessori Summer School age Program. **I understand that I am responsible for full payment, whether or not my child (ren) attend(s), unless I notify Miniapple International Montessori in writing prior to 12:00 p.m. on June 6th, 2011.** I understand that all class cancellations and/or changes made after my registration are subject to a cancellation fee of \$120.00. Full payment is due by June 6th, 2011 unless other arrangements have been made in advance with Miniapple International Montessori.

I understand that Miniapple Int'l Montessori reserves the right to request that a child be withdrawn at any time, for any reason if, in the opinion of the school, the child does not adjust or benefit from the program.

In registering for the Miniapple International Montessori Summer School age Program, I understand that my child will be involved in a variety of activities, both at and away from the school location, including playground and other physical activities, fieldtrips, etc. By registering for the Miniapple International Montessori Summer School age Program, I hereby give permission for my child to participate in all related activities, both at and away from the school location. I further give Miniapple International Montessori permission to provide appropriate immediate medical attention, in the event of any injury to my child.

I understand that Miniapple has permission to photograph my child for publicity purposes and photography unit, scrapbooking, and for sharing of special events with families.

I understand that tuition and activity fees are due on the 1st of each month and that I will be charged a late fee of \$10.00/week if tuition and/or activity fees are a week late or more. I understand that I am responsible for tuition and activity fees for all weeks for which I have registered my child, even if my child is absent due to illness, holiday, vacation or any other reason, except that I will receive one week of vacation credit, which must be taken in whole-week increment. (Credit does not apply to activity fee).

I understand that I am responsible to receive and understand and follow the Policy Book and have all necessary forms filled out prior to the start date.

Signature of Parent/Guardian _____ Date _____

Signature of Parent/Guardian _____ Date _____

Please include \$120.00 per child nonrefundable registration fee, payable to Miniapple International Montessori. This fee will apply toward activity fees. Upon receipt of the registration fee and signed registration contract, your child will be enrolled in the Miniapple International Montessori Summer School age Program. Please return the emergency cards and medical form, along with the tuition balance by June 6th, 2011. All forms must be completed and returned before program begins.

Check # _____ Amount Paid _____ Date Paid _____