

BAMBOO VILLAGE MARTIAL ARTS AFTER-SCHOOL STUDENT ENROLLMENT FORM

SECTION 1: STUDENT INFORMATION

20__-20__ SCHOOL YEAR

NAME		DATE OF BIRTH		GRADE	
		AGE		ALLERGIES	Y / N
ADDRESS		*NAME OF SIBLINGS BEING ENROLLED			
		AGE /GRADE OF SIBLINGS BEING ENROLLED			

SECTION 2: PARENT/GUARDIAN INFORMATION

NAME			
RELATIONSHIP TO CHILD			
ADDRESS IF DIFFERENT THAN STUDENT			
CONTACT INFORMATION	HOME PHONE		
	CELL PHONE		
	BUSINESS PHONE		
	EMAIL ADDRESS		

SECTION 3: SCHOOL INFORMATION

NAME OF SCHOOL		SCHOOL HOURS	
ADDRESS		PHONE NUMBER	

SECTION 4: DAYS STUDENT ATTENDING AFTERSCHOOL PROGRAM

ENTIRE WEEK	YES		NO		
PARTIAL WEEK (Please circle days Attending)	Monday	Tuesday	Wednesday	Thursday	Friday

SECTION 5: PERSON'S AUTHORIZED TO PICK UP STUDENT

(Identification will be required if person other than parent is picking up student and must be at least 18 years of age – NO EXCEPTIONS)

NAME	ADDRESS	RELATIONSHIP TO CHILD

SECTION 6: PERSONS NOT AUTHORIZED TO PICK UP STUDENT

(Please provide copy of court order)

NAME	ADDRESS	RELATIONSHIP TO CHILD

SECTION 7: EMERGENCY CONTACT INFORMATION

(If parents cannot be reached)

NAME	PHONE NUMBERS	RELATIONSHIP TO CHILD

SECTION 8: MEDICAL INFORMATION

Current health issues:		Current medications	
Social/Special Needs/Other			
Physician's Name		Phone No.	
Health Insurance Co.		Policy No.	

SECTION 9: OTHER

Please list any other information/concerns for your child:

SECTION 10: SIGNATURES

_____ PARENT/ GUARDIAN SIGNATURE	DATE _____
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ADMIN ONLY : _____ Copy of Terms and Conditions Given to Parents _____ Parent Letter Medical Issues _____ Court Orders _____ Sibling Enrolled _____ Name of Sibling(s) _____ Class Registration _____ Entire Week _____ Partial Week _____ Other _____ Dojo Software ___ QuickBooks _____ Waiver Signed ___ Dojo ___ Medical Treatment ___ Transportation ___ Automatic Payments ___ Registration Fees _____

TERMS AND CONDITIONS OF ENROLLMENT

BAMBOO VILLAGE IS NOT A DAY CARE/CHILD CARE CENTER - WE ARE AN AFTER SCHOOL MARTIAL ARTS PROGRAM.

AFTER SCHOOL MARTIAL ARTS PROGRAM PRICES:

Uniform	\$25.00/one time
Registration Fee	\$45.00/one time
Kindergarten (K)	
• 5 times a week 12:00 to 6:00 pm	\$120.00/week
• 2-3 times per week 2:30 to 6:00 pm	\$100.00/week
School Age (1 st -8 th grade)	
• 4-5 times a week 2:30 to 6:00 pm	\$100.00/week
• 2-3 times per week 2:30 to 6:00 pm	\$80.00/week

* Additional family members enrolled in the Bamboo Village Martial Arts After School Program receives a 20% Discount per child.

A NOTE ABOUT THE UNIFORM

The (gi) uniform is to be treated with respect. This shows unity and pride in our school and oneself. The uniform should be kept clean and neat at all times. Please be sure to put your child's name on the inside waistband of the pants and on the inside collar of the top.

TESTING FEES AND EQUIPMENT

As in any sport there is equipment and uniforms to purchase. Martial arts is no exception! Every 3-4 months, depending on your child's skills and level of preparation, there will be a belt testing. In order to be eligible to test, you must pay the testing fee at least one session prior to your child's testing date; Testing fees vary, depending on the belt color. The cost begins at \$25 and varies by rank.

PAYMENT AND PICK UP INFORMATION

1. Automatic payments are processed on the 1st of the month for the upcoming month. Method of Payment is via automatic payments with Visa or MasterCard.
2. **Pick up time for the after school program is 6:00 p.m.** If you are going to be later than 6:00 p.m. please call Bamboo Village at 925-634-4686. There will be a late pick up fee of \$10.00 per half hour. If you need extended pick up time it will be \$5.00 per half an hour, early arrangements must be arrange for extended pick up.
3. If your child takes a break from the program (other than during the holiday season or summer vacation) there will be an additional registration fee due when they resume the program.
4. When schools are closed for Federal or Non-Federal Holidays, we will credit \$20 for that day in the following month's payment.
5. There will be no refunds or adjustments on winter break or spring break.

PARENT'S RESPONSIBILITY CHECKLIST

1. You must come in and sign your child out!
2. Notify your school that Bamboo Village Martial Arts After School Program will be picking up your child.
3. Make sure your child is wearing his/her nametag the first two weeks until the instructors become familiar with all children.
4. If your child does not go to school because he/she is sick, etc., you **MUST** notify us as soon as possible so that we can notify all drivers.
5. Payments are made in advance the month prior for the upcoming month of pickup.
6. There will be no adjustments for days not attended unless we receive 2 week's notice of the attendance change.
7. Check our lost and found weekly if your child has lost any items.
8. Please be sure to write your child's name on the inside waistband of the pants, and the collar of the top. Equipment and belts must also be marked.
9. **If you wish to cancel the program, we must have a 30-days written notice.**
10. If you have an exorbitant amount of absences you are still liable to pay for that week unless you have a written doctor's note.

RULES FOR STUDENTS

1. Be at the appropriate place at pick-up time.
2. Behave and buckle up in the van/car. No Horseplay!
3. Change into your uniform promptly for class.
4. Put your things in the changing room, and back in your book bag.
5. Do your homework. Be quiet and respectful of others who are also doing their homework. If you have a question or need help, raise your hand.
6. No running.
7. Use inside voices.
8. Outside of class time, do not TOUCH, PUNCH, HIT, KICK, PINCH (or any other form of contact) another student or instructor.
9. Follow all instructions and directions that are given by your instructor.
10. No bad language or name-calling is allowed.

DISCIPLINE POLICY

Bamboo Village Martial Arts After School Program is a program based on the contract between Parents or legal guardian and their children for taking Martial arts classes. In order to maintain a safe and quality program, we occasionally find it necessary to discipline a student. We feel that effective and positive ways of behavior management are:

1. REDIRECTION: We will stop the child and calmly learn what has happened, why and how they see it, and then suggest other ways of handling the situation. Then, we will redirect their attention.
2. SEPARATION: We will have the child play apart from the rest of the group and rest for a short time. This gives them an opportunity to calm down. Then we will explain other ways of good behavior.
3. PARENT CONFERENCE: If a child's behavior remains problematic, a parent conference will be held. If there is little or no improvement in the child's behavior after the parent conference, termination of enrollment may become necessary.
4. TERMINATION: Termination of enrollment will be at the discretion of Bamboo Village Martial Arts After School Program Administrative Staff.

PARENT/GUARDIAN – Please initial and sign below:

- _____ I have read, understood and agree to the uniform requirements
_____ I have read, understood and agree to the testing fees and equipment policy
_____ I have read, understood and agree to the pricing policy
_____ I have read, understood and agree to the payment deadline policy
_____ I have read, understood and agree to the parent's responsibilities
_____ I have read, understood and agree to the rules for students
_____ I have read, understood and agree to the discipline policy

<hr/> Parent/ Guardian Signature	DATE _____
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