

- ☐ ½ term / 1 Month Deposit
☐ Registration fee

REGISTRATION FORM

Level : K2 / K1 / N / PN / PG Year _____ Month _____ Term: 1 / 2 / 3 / 4

Child's Name _____ Chinese Character _____ Sex _____

Date of Birth _____ Race _____ Language Spoken _____

Place of Birth _____ Citizenship _____

Birth Cert / Fin / Passport No. _____

Address _____ Home No _____

History of illness / disabilities / allergies (if any) _____

Siblings (Name / Age / Gender) (if any) _____

Father's Name _____ Citizenship _____ Race _____

Highest Education Level: _____ Occupation _____

Name of Company _____ Email Address _____

NRIC (Blue/Pink)/ Fin / Passport No. _____ Date of Birth _____

Office Tel/Mobile _____ Religion _____ Place of Worship _____

Mother's Name _____ Citizenship _____ Race _____

Highest Education Level: _____ Occupation _____

Name of Company _____ Email Address _____

NRIC (Blue/Pink)/ Fin / Passport No. _____ Date of Birth _____

Office Tel/Mobile _____ Religion _____ Place of Worship _____

Consent

I, _____ parent/ guardian of the above child hereby authorise the Kindergarten to send my child to a nearby doctor for treatment in case of an emergency and I agree to pay for all the expenses incurred. In the event that neither parents can be contacted, please contact our relative/ neighbour/ friend at _____

Tel/ Hp : _____ Name : _____ Relationship : _____

Upon registration, I am fully aware that a registration fee and a refundable deposit is to be paid.

The rules and regulations have been highlighted and explained to me.

I hereby confirm that the information provided above is correct.

1 Passport
Size Photo
(Any colour)

P.T.O.

Parent's Signature

Application Date

Admission Date



Bethesda Chapel Kindergarten

RULES AND REGULATIONS

1. School fees can be paid using Baby Bonus or via Interbank transfer.
 - a. Fee payments will be deducted before the commencement of each term.
 - b. **Playgroup (PG) only:**
School Fees for the following month must be paid by 25th of the current month. June school holidays school fees (\$340) will be collected together with April's Fees and December school holidays fees (\$340) will be collected together with the October Fees.
BCK reserves the right to suspend the child's attendance until full payment of fees is made.
2. Deposit is payable at the time of registration. It will be refunded upon sufficient written notice of withdrawal as per clause (13).
3. Fees paid are non-refundable and non-transferable.
4. Group Personal Accident coverage scheme is compulsory for all children at group rates and all insurance premiums are to be paid by the parent/guardian when the child starts attending school and at the beginning of each calendar year.
5. BCK reserves the right to combine or dissolve a class.
6. BCK allocates classes based on its internal arrangements and will not entertain requests for specific teachers for children.
7. In the event of any disagreement/dispute, etc, both parties (BCK staff and parents/guardians) will settle the matter amicably without raising their voices.
8. For the wholesome development of the children, we appreciate parents/guardians support and participation in BCK's activities, e.g. field trip, graduation and concert, special celebrations etc.
9. BCK must be notified immediately of any changes in contact details of the child.
10. Children are required to wear the school uniform, rubber shoes and be punctual in school.
11. BCK will not be responsible for any loss of personal items belonging to the children (watch, jewellery, toys, etc.).
12. **Withdrawal in writing must be given to BCK ONE month in advance excluding school holidays; otherwise the deposit will be forfeited. Please obtain the withdrawal form from the BCK office.**
13. BCK reserves the right to terminate its service in respect of any disagreement with the parent/guardian which cannot be resolved. In such cases, BCK shall give one month prior notice in writing.
14. Foreign children must apply for a Student Pass from Singapore's Immigration and Checkpoint Authority before joining the Centre.
15. Permission is granted to BCK on the use of the children's photographs taken in school for the purpose of publicising the school's program.
16. Parents' consent to authorise the school to share students personal data where necessary to third parties such as Littlelives, ECDA, etc. The school will take appropriate measures against unauthorized or accidental loss of personal data.
17. BCK reserves the right to amend the school Rules and Regulations from time to time.

I have read and accepted the rules and regulations.

Name and Signature of Parents / Guardian

Date: