



Riverlife Kindergarten

6 Loyang Besar Close

Singapore 5090260

Tel: 65114168 Fax: 65816474

Email: office@riverlifekindergarten.org.sg

Father's Photo

Mother's Photo

Child's Photo

(Form received on: _____)

REGISTRATION FORM

Section A: Admission for Year _____

Commencement date: _____

Program : Playgroup Pre-Nursery Nursery K1 K2
(please tick)

Session: 8.15am – 12.15 pm

Section B: Student's Particulars

Full Name: _____ Chinese Characters : _____
(as in Birth Certificate) **(Underline Family Name)**

Birth Cert / Passport No. : _____ Gender : Male Female

Date of Birth (dd/mm/yyyy): _____ / _____ / _____ Age : _____

Nationality : _____ Race : _____

Foreigner Status : Dependent Pass Holder / Student Pass Holder (please indicate)

Address : _____
_____ S ()

Tel No. (Home) : _____

Student's Medical History (Please list any allergies, medical conditions, learning / behavioural / developmental issues):

Name of Clinic: _____ Tel: _____ Doctor _____

Section C: Parents' Particulars

Father's Name : _____	Mother's Name : _____
Nationality : _____	Nationality : _____
Race : _____	Race : _____
Religion : _____	Religion : _____
Church attending : _____	Church attending : _____
Occupation : _____	Occupation : _____
Employer's name & address : _____ _____	Employer's name & address : _____ _____
Tel No. (Office) : _____	Tel No. (Office) : _____
Mobile No. : _____	Mobile No. : _____
Email : _____	Email : _____

Section D: Contact Person in emergency

Name : _____	Relationship to child: _____
Contact No. : _____	(Mobile) _____ (Home)

School bus required? YES NO

(Bus vendor: JS-Q Enterprise – Shawn 8189-6168)

I found this school through school bus internet recommendation from _____
 others (please specify) _____

Terms & Conditions

Non-refundable registration fee	:	\$ 50	
Termly fee	:	\$1580 (Playgroup 4-hr)	\$1370 (Pre-Nursery 4-hr)
		\$1320 (Nursery / K1 4-hr)	\$1400 (K2 4-hr)
Deposit	:	\$200	

1. Fees will be deducted through GIRO or CDA before every term commences. All fees paid are neither refundable nor transferable. Cash or cheque payment for registration fee and deposit of \$250 is required for confirmation of registration, this amount will be forfeited if the enrolment is terminated before the commencement of school term. For every failed deduction attempt from GIRO or CDA account, there will be an administrative charge of \$10 imposed and in addition, cash or cheque payment is required for the outstanding amount.

Termination / Suspension / Withdrawal from school

2. A written notice is required for withdrawal from school. Deposit of \$200 will be refunded if notice is served during the first five weeks of the term (there are ten weeks in each term). However, deposit will be forfeited if notice is served from sixth week of the term. Deposit can be used to offset the school fee for the last term of school. Please take note that there will be no refund once payment is made.
3. Transfer of session is subject to availability of vacancy and with valid reason.
4. Any student who wishes to suspend lessons for any period of time is required to pay the fee for the respective term in advance in order to secure the place in the school.
5. The school reserves the right to transfer, combine or dissolve any classes it deems necessary.
6. The school reserves the right to terminate the service given to any child by giving parents two weeks' written notice, should any of the following occur:
 - a) constant acts of violence (scratching, biting, fighting, kicking etc)
 - b) failure by parents to abide by the terms and conditions of the school at any time
 - c) any socially unacceptable behaviour by either parents or child that hinders/disrupts the class or operation of school
 - d) failure by parents who refuse early intervention for their child when advised by school
7. Absence from school for more than 3 days must be informed in writing, failing which the school reserves the right to withdraw the child from the school.

Attire

- 8. All students must be properly attired in the school uniform at all times unless otherwise instructed.
- 9. Parents are to ensure that their children do not wear any jewelry or bring any personal possessions like toys to school unless otherwise requested by the class teachers as the school will not be held responsible for any loss of such items.

Parent Involvement Program

- 10. All parents are encouraged to participate in our Parent Involvement Program (PIP) such as International Friendship Day, Home-and-School project or workshops for parents. The aim of the program is to foster close partnership between school and parents in working together to help the child in his/her learning journey.

Change in particulars

- 11. Parents are required to notify the school of any changes in their particulars such as mobile number, email address and residential address etc.

By signing this form, I agree to the above terms and conditions that I have read and understood and agree to abide by them.

- I am fully aware and have no objections that my child will be exposed to bible stories and values as part of the curriculum. *(Please initial)*
- In the event that we and/or our authorized person cannot be reached during an emergency, we hereby authorize the school to seek medical attention for my child, bear the cost and will not hold the kindergarten liable. *(Please initial)*
- I also understand that RIVERLIFE KINDERGARTEN reserves the right to amend or add any conditions without any prior notice. *(Please initial)*
- I agree that through my child's participation and involvement in Riverlife Kindergarten, my child's photographs and audio/video recordings may be used by Riverlife Kindergarten for internal and external publicity purposes through mediums including, but not limited to, printed materials, electronic publications, websites and social media platforms. All personal data collected will be used for the purpose of managing the student's registration and may be disclosed to vendors for services engaged by Riverlife Kindergarten. *(Please initial)*

Mother/father's name: _____

Mother/father's signature: _____

Date: _____

AUTHORIZED PERSONS TO PICK CHILD UP FROM SCHOOL

Authorized Person 1

Name : _____ Relationship to child: _____

Contact No. : _____ (Mobile) _____ (Home)

Authorized Person 2

Name : _____ Relationship to child: _____

Contact No. : _____ (Mobile) _____ (Home)

Authorized Person 3

Name : _____ Relationship to child: _____

Contact No. : _____ (Mobile) _____ (Home)

Authorized Person 4

Name : _____ Relationship to child: _____

Contact No. : _____ (Mobile) _____ (Home)

Authorized Person 5

Name : _____ Relationship to child: _____

Contact No. : _____ (Mobile) _____ (Home)

Authorized Person 6

Name : _____ Relationship to child: _____

Contact No. : _____ (Mobile) _____ (Home)