



Enrollment Form

YOUNG PRESCHOOL, PRESCHOOL, PRE-KINDERGARTEN AND STEM ACADEMY

DATE: _____

CAMPUS: DUBLIN WEST: 5600 SCARLETT DR.

PLEASANTON EAST: 3750 BOULDER ST.

PLEASANTON WEST: 4444B BLACK AVE.

CHILD'S INFORMATION

FULL (LEGAL) NAME _____ DATE OF BIRTH _____

PREFERRED NAME _____ GENDER MALE FEMALE UNSPECIFIED

HOME ADDRESS _____ HOME PHONE _____

CITY _____ STATE _____ ZIP _____

DOES YOUR CHILD REQUIRE ANY SPECIAL MEDICAL ATTENTION (EXAMPLE: ASTHMA, SEVERE ALLERGY, EPI-PEN, ETC.)?

YES NO IF YES, PLEASE EXPLAIN _____

IS YOUR CHILD FULLY POTTY TRAINED? YES NO IF NO, WHAT STAGE? _____

WHAT LANGUAGES DOES YOUR CHILD SPEAK? _____

START DATE _____ DID YOUR CHILD ATTEND QUARRY LANE PREVIOUSLY? YES NO

PROGRAM (AGE) & SCHEDULE (PLEASE CHECK):

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> YOUNG PRESCHOOL
(2 - 3 years) | <input type="checkbox"/> PRESCHOOL
(3 - 4 years) | <input type="checkbox"/> PRE-KINDERGARTEN
(4 - 5 years) | <input type="checkbox"/> STEM ACADEMY
(4 - 5 years) |
| <input type="checkbox"/> School day (8:30 am–3:30 pm) | <input type="checkbox"/> School day (9:15 am–4:15 pm) | <input type="checkbox"/> School day (9:15 am–4:15 pm) | <input type="checkbox"/> School day (9:00 am–4:00 pm) |
| <input type="checkbox"/> Before school care (8–8:30am) | <input type="checkbox"/> Before school care (8–9:15 am) | <input type="checkbox"/> Before school care (8–9:15 am) | <input type="checkbox"/> Before school care (8–9 am) |
| <input type="checkbox"/> Before school care (7–8:30am) | <input type="checkbox"/> Before school care (7–9:15 am) | <input type="checkbox"/> Before school care (7–9:15 am) | <input type="checkbox"/> Before school care (7–9 am) |
| <input type="checkbox"/> After school care (3:30–5:30 pm) | <input type="checkbox"/> After school care (4:15–5:30 pm) | <input type="checkbox"/> After school care (4:15–5:30 pm) | <input type="checkbox"/> After school care (4–5:30 pm) |
| <input type="checkbox"/> After school care (3:30–6 pm) | <input type="checkbox"/> After school care (4:15–6 pm) | <input type="checkbox"/> After school care (4:15–6 pm) | <input type="checkbox"/> After school care (4–6 pm) |
| <input type="checkbox"/> Half day (8:30 am–12 pm) | <input type="checkbox"/> Half day (8:45 am–12:15 pm) | (Half day not available.) | (Half day not available.) |

FAMILY INFORMATION

MOTHER/PARENT/GUARDIAN LEGAL NAME _____

OCCUPATION _____ EMPLOYER _____

HOME PHONE _____ WORK _____ CELL _____

E-MAIL _____ DRIVERS LICENSE # _____

FATHER/PARENT/GUARDIAN LEGAL NAME _____

OCCUPATION _____ EMPLOYER _____

HOME PHONE _____ WORK _____ CELL _____

E-MAIL _____ DRIVERS LICENSE # _____

WHO WILL BE THE PRIMARY ACCOUNT HOLDER FOR THE SCHOOL'S BILLING SYSTEM?

(PLEASE PRINT) E-MAIL ADDRESS: _____

THE QUARRY LANE SCHOOL, OFFICE OF ADMISSIONS

5600 SCARLETT DRIVE, DUBLIN, CALIFORNIA 94568	(925) 466-3100
3750 BOULDER STREET, PLEASANTON, CALIFORNIA 94566	(925) 846-9400
4444B BLACK AVENUE, PLEASANTON, CALIFORNIA 94566	(925) 462-6300

SIBLINGS

NAME _____ AGE _____ ATTENDS/ATTENDED QUARRY LANE

NAME _____ AGE _____ ATTENDS/ATTENDED QUARRY LANE

NAME _____ AGE _____ ATTENDS/ATTENDED QUARRY LANE

PRESENT SCHOOL INFORMATION

PRESENT SCHOOL NAME _____

PRESENT GRADE _____ DATES OF ATTENDANCE _____

REASONS LEAVING PRESENT SCHOOL _____

PARENT STATEMENT

WHY WOULD YOU LIKE YOUR CHILD TO ATTEND QUARRY LANE SCHOOL?

PLEASE COMMENT ON YOUR CHILD'S STRENGTHS AND AREAS OF GROWTH.

PLEASE DESCRIBE ANY CIRCUMSTANCES, WHICH HAVE AFFECTED OR MAY AFFECT YOUR CHILD'S ACADEMIC PERFORMANCE, PARTICIPATION IN SCHOOL EVENTS, OR ATTENDANCE IN SCHOOL, (E.G. FREQUENT MOVES/ CHANGES IN SCHOOLS/ SEPARATION OF A SIGNIFICANT PERSON IN THE FAMILY, DISCIPLINARY ACTIONS, SERIOUS ILLNESS, AND LEARNING DISABILITY).

WHAT MORE WOULD YOU LIKE US TO KNOW ABOUT YOUR CHILD?

I/WE UNDERSTAND THAT THE ENROLLMENT FEE, ADMISSIONS AGREEMENT, AND TUITION DEPOSIT MUST ACCOMPANY THIS FORM, THAT ALL TUITION AND FEES PAID ARE **NON-REFUNDABLE** AND **NON-TRANSFERABLE** AND THAT A 30-DAY WRITTEN NOTICE IS REQUIRED TO WITHDRAW MY CHILD FROM THIS QUARRY LANE SCHOOL PROGRAM. OUR/MY ENROLLMENT FEE AND TUITION DEPOSIT IS FORFEITED IF MY CHILD DOES NOT BEGIN ATTENDING THE QUARRY LANE SCHOOL ON THE AGREED UPON START DATE.

PARENT/GUARDIAN SIGNATURE

DATE

FOR OFFICE USE ONLY

Room/Schedule: _____ Regular Tuition Rate: _____ Payment Plan Annual Payment

1st Month's Proration: _____ Check# _____ Amount _____ Date Rec'd _____ Rec'd By _____

Admissions Forms Welcome Packet Handbook Emailed



The Quarry Lane School

Dublin Campus East
6363 Tassajara Rd.
Dublin, CA 94568
P (925) 829-8000

Dublin Campus West
5600 Scarlett Dr.
Dublin, CA 94568
P (925) 466-3100

Pleasanton Campus East
3750 Boulder St.
Pleasanton, CA 94566
P (925) 846-9400

Pleasanton Campus West
4444B Black Ave.
Pleasanton, CA 94566
P (925) 462-6300

www.quarrylane.org

2023-2024 Admission Agreement • Young Preschool

This agreement is made by and between _____
(Please Print Parent/Guardian's Name)

(hereinafter referred to as "Parent(s)") and The Quarry Lane School (hereinafter referred to as "Quarry Lane").

(Please initial all lines)

1. Parent(s) hereby enroll (Child's Name) _____ (D.O.B.) _____
Initial (Child's Name) _____ (D.O.B.) _____
(Child's Name) _____ (D.O.B.) _____

in The Quarry Lane Preschool.

2. Start Date

Initial Parent(s) agree that their child(ren) will begin attendance on the agreed upon start date as indicated on the Enrollment Form. Parent(s) may submit a written request for a **one-time only** postponement of their child(ren)'s start date for up to thirty (30) days. This single request may be granted at The Quarry Lane School's discretion if space is available. If the child(ren) do(es) not begin attending The Quarry Lane School on the agreed upon start date, the enrollment fee and the first month's tuition are forfeited and will not be refunded.

3. Basic Services Offered

Initial The Quarry Lane School offers the following programs for the 2023-2024 academic school year from September 1, 2023 through August 31, 2024.

- School day (8:30 am to 3:30 pm, 7 hours/day) educational young preschool program for two (2) year olds.
- Half day (8:30 am to 12:00 pm, 3.5 hours/day) educational young preschool program for two (2) year olds.

Young preschool programs cover social development, large motor coordination, fine motor skills, developing listening skills, music and movement activities, color recognition, math readiness skills, science activities, reading readiness activities, language concepts, art projects, outside play and self-help skills.

4. Optional Services Offered

Initial Independent contractors providing extra-curricular activities for students on campus are separate from The Quarry Lane School. The Quarry Lane School assumes no responsibility or liability for these contractors or agreements parent(s) may enter into with them.

5. Enrollment Deposit

Initial A **non-refundable** \$100.00 (one hundred dollars) enrollment fee, plus a **non-refundable** deposit of the first month's tuition (as designated in §6) is due upon enrollment.

6. Payment Provisions

Initial Monthly payments are **due on the first of each month and will be considered late after the fifth of each month**. Parent(s) agree to pay their child's tuition regardless of the child's attendance. There will be no make-up days or hours, vacation credit or credit for vacation time off. Please select one of the following options by initialing your choice:

_____ Five school days (7 hours/day), \$2,325/month, **young preschool, ages 2-3 years**

_____ Five half days (3.5 hours/day), \$1,811/month, **young preschool, ages 2-3 years**

Total monthly tuition fee \$ _____ is **due on the first of each month and will be considered late after the fifth of each month**.

6.1. Before School Care and After School Care for School Day (7 hours/day) Students

Initial The Quarry Lane School offers optional before school care and after school care for students enrolled in the school day (7 hours/day) young preschool program. Before and after school care may be terminated provided parent(s) give a written 30-day notice to discontinue it

_____ Parent(s) agree to pay the monthly before school fee of \$150.00 for five (5) per week, 8:00 - 8:30 a.m.

Initial

_____ Parent(s) agree to pay the monthly before school fee of \$200.00 for five (5) per week, 7:00 - 8:30 a.m.

Initial

_____ Parent(s) agree to pay the monthly after school fee of \$150.00 for five (5) per week, 3:30 - 5:30 p.m.

Initial

_____ Parent(s) agree to pay the monthly after school fee of \$200.00 for five (5) per week, 3:30 - 6:00 p.m.

Initial

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"Education is a lifelong commitment"®

7. Rights of the Licensing Agency

Initial

The Department or Licensing Agency shall have the authority to interview children or staff, and inspect and audit child or facility records without prior consent. The licensee shall make provisions for private interviews with any children or staff member; and for the examination of all records relating to the operation of the childcare center. The Department or Licensing Agency has the authority to observe the physical condition of the child(ren), including conditions that could indicate the abuse, neglect, or inappropriate placement.

8. Parent(s) agree and promise to follow all of the enrollment and tuition policies, terms and conditions of The Quarry Lane School.

Initial

9. Late Pick Up Fees

Initial

Parent(s) understand that a late fee is incurred if their child is not picked up promptly after his/her class is dismissed. This late fee will be billed to the parent(s) account. Parent(s) agree to pay late fees assessed as follows:

Late from one to five times = \$1.00 per minute (per child) after dismissal

Late six to ten times = \$3.00 per minute (per child) after dismissal

Late eleven to fifteen times = \$5.00 per minute (per child) after dismissal

Late 16 times = dismissal from The Quarry Lane School

10. Change of Schedule Fee

Initial

Parent(s) agree to pay a Change of Schedule fee of \$25.00 (twenty five dollars) per change in student's schedule. One change in schedule per school year (12 month period beginning September 1) is allowed at no charge. Requests for a change to your child's schedule must be submitted in writing by the fifteenth day of the month, to become effective on the first day of the following month. All requests are subject to approval.

11. Sign-In, Sign-Out Policy

Initial

Parent(s) understand that California State Licensing Law requires that children must be signed in and out of their classroom each day with a complete signature. Parent(s) understand that they must sign their child in and out each day and The Quarry Lane is not responsible for any child until s/he is signed in or after s/he is signed out. Signing may be done physically or electronically as required by School procedures in accordance with Licensing regulations. Parent(s) are financially responsible for any fines/fees imposed upon The Quarry Lane School by the state licensing agency because of their failure to provide a full and complete signature.

12. Refund Policy/Parent(s) Liability

Initial

Parent(s) understand that their obligation to pay all fees, including tuition, is unconditional and that no portion of the fees paid or outstanding will be refunded in the event of classroom/school closure or cancellation due to circumstances beyond control of the school, or upon their child's absence, withdrawal, or dismissal from The Quarry Lane School.

13. Probation Period

Initial

Parent(s) understand that there is a thirty (30) day probation period following the child's start date. During this time, if it is determined that our program is not suitable for your child, termination of enrollment may result. Based on your child's growth and development, we may recommend enrollment at a later date. There is no refund of the enrollment deposit.

14. Withdrawal

Initial

Parent(s) must provide a written thirty (30) day notice to withdraw their child from the program. If the notice is less than thirty (30) days, parent(s) are obligated to pay the full thirty (30) days tuition. Children will become eligible to apply for enrollment in The Quarry Lane School thirty (30) days after their withdrawal. Enrollment is not guaranteed and is based on space availability upon the child's return.

15. Absent Credit

Initial

Parent(s) understand that they may retain their child's space in the school during an absence of thirty (30) to sixty (60) days, by paying 50% of their child's monthly tuition during this absence. Parent(s) must notify the school, in writing, at least thirty (30) days in advance of their planned absence and include their intended return date. Tuition payment for the absent period must be made within ten (10) days of the start of the child's absence.

16. Annual Re-Enrollment

Initial

Enrollment is month to month with the annual school year calendar from September 1, 2023 through August 31, 2024. Parents are required to re-enroll for the following school year. Enrollment is not guaranteed and is subject to availability.

17. Grounds for Dismissal

Initial

The Quarry Lane School retains the right to dismiss any student for unsatisfactory conduct on campus or off campus. The delinquency of tuition or any other school fees shall also be grounds for dismissal. The Quarry Lane School retains the right to terminate enrollment if the student, parent(s), or guardian(s) do not comply with policies, rules or regulations of The Quarry Lane School, specifically including, but not limited to, all policies, rules, and regulations specified in The Quarry Lane School Parent/Student Handbook. The Quarry Lane School may also terminate enrollment if the student, parent(s), or guardian(s) fail to cooperate with faculty and administration.



The Quarry Lane School

DEVELOPMENTAL GOALS

Please mark the skills and milestones that your child _____ has accomplished.
(print child's name)

Getting Ready for the Young Preschool Program (Two to three years old)

YES NO

- Self-feeding
- Steady walker/runner with no assistance
- One nap
- Can drink from a cup/sippy cup
- Able to say at least two words together like "more milk."
- Able to follow a simple one-step direction like "bring me your shoe."
- Point to things in a book when asked.
- Identify Social Cues - Notices when others are happy, hurt, upset, etc.
- Able to sit for a 5-minute story/circle time.

Getting Ready for the Preschool Program (Three to four years old)

YES NO

- Self-feeding
- Steady walker/runner with no assistance
- One nap
- Can drink from a cup/sippy cup
- Point to things in a book when asked.
- Identify Social Cues - Notices when others are happy, hurt, upset, etc.
- Fully potty trained/able to fully care for themselves in the bathroom.
- Talks in conversation using at least two back and forth exchanges.
- Asks "who," "what," and "where" questions.
- Can say their first name when asked.
- Can put some clothes on by themselves.
- Able to follow multiple step directions like "bring me your shoe and come sit down."
- Able to sit for a 10-minute story/circle time.

Getting Ready for the Pre-kindergarten Program/STEM Academy (Four to five years old)

YES NO

- Self-feeding
- Steady walker/runner with no assistance
- One nap
- Can drink from a cup/sippy cup
- Point to things in a book when asked.
- Identify Social Cues - Notices when others are happy, hurt, upset, etc.
- Fully potty trained/able to fully care for themselves in the bathroom.

- Asks "who," "what," and "where" questions.
- Can say their first name when asked.
- Able to follow multiple step directions like "bring me your shoe and come sit down."
- Says some words from a song, story, or poem.
- Speaks in sentences with four or more words.
- Talks about at least one thing that happened during their day.
- Can answer simple questions.
- Plays make believe/pretend.
- Can independently dress and undress.
- Able to sit for a 15-minute story/circle time

My child has completed the milestones as indicated above.

Parent/Guardian Signature

Date