



Tuvia School of Temple Menorah

1101 Camino Real, Redondo Beach, CA 90277

Phone: 310-316-8997

Fax: 310-540-7677

tuvia@templemenorah.org

www.TuviaSchool.org

FOR THE OFFICE ONLY

Enrollment Received: _____

Child Start Date: _____

Class Assignment: _____

TK/Kindergarten Enrollment Contract

2023-2024/5784 School Year

August 28, 2023 - June 6, 2024

**Children turning 5 between September 2nd and April 2nd are eligible for TK*

**Children turning 6 by September 1 are eligible for Kindergarten*

STUDENT INFORMATION (One contract per child)

Last Name: _____ First Name: _____ DOB: _____ M F

Address: _____ City/State/Zip: _____

Preschool Attended: _____ Total years: _____

Does your child have an IEP or 504 Plan? Y N

What additional support do you feel your child will need while attending our programs?

TEMPLE MENORAH MEMBER: CURRENT MEMBER INTERESTED IN MORE INFO NOT APPLICABLE
(Synagogue members receive preferential rates and enrollment priority)

Hebrew Name: _____ Would you like to schedule a naming ceremony with our Rabbi? Y N

FAMILY INFORMATION

Parent 1: _____

Parent 2: _____

Mailing Address: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

City: _____ State: _____ Zip: _____

Phone: (HM) _____ (WK) _____

Phone: (HM) _____ (WK) _____

Cell: _____ Email: _____

Cell: _____ Email: _____

Occupation: _____

Occupation: _____

Business Name: _____

Business Name: _____

Business Address: _____

Business Address: _____

Religious Background: _____

Religious Background: _____

CONTACT INFORMATION

Child Resides With: Both Parent 1 Parent 2

Marital Status: Married Separated Divorced Single

CLASS ROSTERS - We distribute class lists to all families. What may we include as your contact information:

Names Address Home Phone Cell Phone Email Please do not list any contact information

CONTRACT TERMS

ADMISSION

We have a rolling admissions process and encourage students to join our program throughout the year, if space is available. The program runs from August 23, 2023 - June 6, 2024.

Initial: _____

FEES AND DEPOSIT

All enrollment fees are non-refundable and are due at signing, they include a registration fee (\$225.00), a security and preparedness fee (\$150.00), and a security guard fee (\$500). We require first and last month's tuition payments to enroll your children. Monthly tuition is due on the last day of the previous month in equal monthly payments by ACH debit or credit card.

Initial: _____

LATE FEES

Any returned check, unfunded ACH/Debit or declined credit card charge is subject to a \$75.00 service charge and a late fee of \$50.00 per week will be applied if payment is overdue by more than seven (7) days.

Initial: _____

EXTENDED DAY CARE

Extended childcare provides additional care, when needed, for \$15.00 per hour drop-in fee and is pre-arranged for the hours prior to and following the regular school day.

These charges apply when picking up or dropping off outside of your contracted hours. Please see the grace period below for clearer guidelines (GRACE PERIODS: 7:30am-7:45am, 8:45am-9:00am, 12:50pm-1:05pm, 2:55pm-3:10pm, 4:20pm-4:35pm, 5:50pm-6:00pm.) To accommodate the licensing restrictions surrounding staffing and ratios, Tuvia School opens at 7:30am and closes at 6:00pm. **NOTE: There will be a FLAT charge of \$25.00 for every 15 minutes for any pick-up after 6:00pm.**

Initial: _____

ILLNESS

Our school policy does not extend refunds for illness unless the nature of the illness precipitates an enforced absence of one consecutive four-week period. A physician's statement is necessary in order for the school to continue to hold a place for the child.

In compliance with licensing guidelines from the Community Care Licensing Division within the California Department of Social Services, Tuvia follows the guidelines and health orders set by our county public health department – LA County Department of Public Health, as well as all relevant state and federal health guidelines.

Initial: _____

TERMINATION AND CANCELLATION POLICIES

Temple Menorah's Cancellation/Termination/Enrollment: We reserve the right to refuse enrollment or to terminate enrollment for any reason and at any time. Tuvia does not discriminate based on race, religion, gender, national origin, ethnicity, or sexual orientation/identity.

Parent Cancellation/Termination/Enrollment: Tuvia School bases its financial plan and school curriculum on early enrollment figures. Space is held and expenses are incurred immediately upon receiving the signed contract. Therefore, it is critical that we have sufficient notice of changes in school enrollment.

Consequently, we require a minimum of sixty days' (60) notification, in writing, if you intend to withdraw your child from the program. All withdrawals are subject to a 10% penalty fee of the remaining balance, or one month of fees, whichever is greater. Furthermore, the last month's fee, paid upon registration, will not be returned in the event of early withdrawal.

CHANGE OF CONTRACT

Contract changes are subject to enrollment availability and require notification in the month prior to the contract change. Contract changes mid-month may be subject to drop-in rates and may not take effect until the next billed month. Contract change rate will reflect the published rates at the time of the change, which is not always the original contract rate.

All contract changes are subject to a \$50 administrative fee.

Initial: _____

MEMBERSHIP RATE

The Temple Menorah Membership rate is available to those members in good-standing. If at any time during the contracted year a member's standing changes, we reserve the right to modify their tuition to the non-member rate. The member rate provides for an up to 15 percent discount, not to exceed the amount of the member's sustaining contribution. Future families and siblings/students will receive the discount at a 10% rate.

Initial: _____

TUVIA KINDERGARTEN SCHOOL YEAR TUITION August 28, 2023 - June 6, 2024						
PROGRAM	TEMPLE MEMBER		NON-MEMBER		SUBTOTAL:	
Kindergarten 9:00am-3:00pm	\$12,650/yr		\$14,885/yr			
ANNUAL EXTENDED CARE RATES <i>Check selected days</i>						
PROGRAM	MORNING CARE 7:30AM-9:00AM		EARLY AFTERNOON 3:00PM - 4:30PM		LATE AFTERNOON 4:30PM-6:00PM	
5-DAY	M - F	\$2,100.00	M - F	\$2,100.00	M - F	\$2,100.00
TUITION SUBTOTAL						
<i>(This discount will be attributed to the lower contract amount, includes siblings attending Tuvia Preschool)</i>						-
<i>*LESS SIBLING DISCOUNT of 5%</i>						
TUITION TOTAL						
MONTHLY PAYMENT <i>divide tuition by 10</i>						
CONTRACT DEPOSIT						
TUITION DEPOSIT OF FIRST AND LAST MONTH						
NON-REFUNDABLE REGISTRATION FEE: \$225						\$225.00
NON-REFUNDABLE SECURITY AND PREPAREDNESS FEE: \$150						\$150.00
NON-REFUNDABLE SECURITY GUARD EE: \$500						\$500.00
TOTAL AMOUNT DUE AT SIGNING						

CONTRACT OPTIONS *(please select one)*

- Payment in Full:** Parents paying by credit card need to fill out the credit card information in Option 2.
Full Tuition is due at time of signing, inclusive of the non-refundable registration fee and security fee.

- Monthly Payments:** First and last month payments are due at time of signing, inclusive of the non-refundable registration fee and security fee. Monthly payments will begin following your first month attending and commencing one month prior to the end of the contract.

PAYMENT OPTIONS *(please select one)*

We require an electronic payment for all tuition payments. Please indicate your primary (1) and secondary (2) method for payment. If your first payment method does not work, we will notify you and provide you 24 hours' notice before using your secondary method of payment.

- ACH Debit – Temple Menorah will transfer funds from your checking account automatically on the first of every month. **There is a 1% processing fee applied to each payment made by ACH.**

Routing Number: _____ Account Number: _____

Bank Name: _____ Signature: _____ Date: _____

- Credit Card - Credit card is charged on the first of every month. **A 3% handling fee is added to each charge.**

Credit Card # _____ Exp. Date: _____ CVV: _____ Billing Zip: _____

Name on Card: _____ Signature: _____ Date: _____

I/We understand that by enrolling our child(ren) in Tuvia, I am obligating myself to pay the full amount of my fees for this service provided by Temple Menorah. If I do not pay the full amount of my fees when due, Temple Menorah has the sole right, at any time, to terminate the student's participation in Tuvia.

I/We have contracted for the schedule indicated above. I/We agree to pay the appropriate enrollment fees. My/Our signature below signifies that we have read, understood, and accept the school policies and arrangements as outlined above. Signatures of both parents are required for two parent households.

(Parent 1 Signature) (Date) (Parent 2 Signature) (Date)

(School Representative's Signature) (Date)

_____ Entered into Shulcloud _____ Entered into Brightwheel