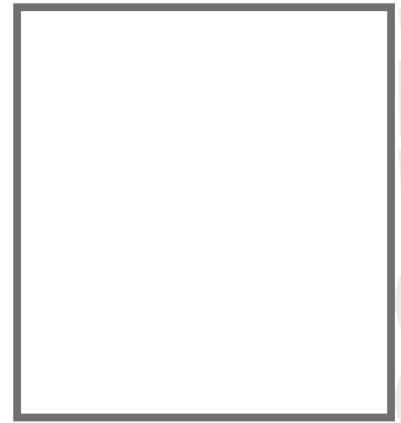


WELCOME TO
ABC NURSERY





ADMISSION FORM



Child Information

Child's Name

Family Name

ID Number

Gender

F

M

Date of Birth

Place of Birth

Nationality

Religion

Child's First Language

Parents Information

Father's Name

Nationality

Father's Company

Profession

E-Mail Address

Father's Mobile No.

Mother's Name

Nationality

Mother's Mobile No.

Address:-Apartment No.

Street

Home Tel. No.

Emergency Contact

Name

Relation Ship

Mobile Number

Authorized Pickup

Person authorized to pick up the child other than the parents

Name

Relation Ship

Mobile Number

Verbal authorized must be given to the nursery otherwise the child will not be released to any person not in the above list

Date Submitted

Guardian Name

Signature

WELCOME TO ABC NURSERY



MEDICAL FORM

Child's Name : _____

Gender : F M

Date of birth : _____

Nationality : _____

Fathers's Name: _____

Mobile number : _____

Mother's Name : _____

Mobile number: _____

Child's positive case chronic health problems:

1.

2.

Medicine used by the Regularly:

.....

Treatment recommended in case of emergencies :

.....

Precautions to be taken in respect to sports and food:

.....

Does your child has any allergy if yes please give details and how does this allergy show itself
asthma high, fever

1.Medicine

2.Food

3.Others

WELCOME TO ABC NURSERY



Has your child had any of the following condition or disease

PROBLEMS	YES	NO	Specify
Asthma			
Gum and teeth disease			
Physical or mental Handicap			
Obesity			
Speech problem			
Delay development			
Operations			
Visual Problem			
Hearing Problems			
Epilepsy			
Diabetes			
Kidney Diseases			
Chickenpox			
Recurrent ear Infection			
Difficulty in breathing			
Missiles			

Explanation (please include Details and Medical report will be attached for Which you check Yes in the above

Does your child require any special educational if yes please give details :

I'll give permission for the nurse to give my child medication in special cases after my permission

please do not give my child any Medication

● Name of the family Clinic and Doctor

● The Undesigned Testify the above information :

Parent's Signature :

Date :



MEDIA CONSENT FORM

I am the parents of _____, I understand that the nursery may photograph or film my son/daughter when he or she is attending The Nursery .

I understand that these media files may be used for the nurseries newsletters, online and printed publication advertisement or social media.

- I do give permission for my child to be photograph
- No, I don't give permission to my child to be photograph

Parent Name:

Parent Signature :.....

Date :.....

TERMS AND CONDITIONS OF REGISTRATION

ABC nursery is governed by the Abu Dhabi Department of education and knowledge ADEK.

ABC nursery strives to improve our standard continuously and constantly evaluating and implementing new practices that support the development of the children. Therefore, our general care rules are that parents should accompany their children onto the Nursery premises and hand them to the care of Nursery staff. If someone other than the parent will collect the child's parent, inform the Nursery staff or the administration in advance and send the Emirates ID copy to that person.

Lunchboxes

- Lunchboxes should contain a healthy breakfast, lunch, and fruits. In the interest of hygiene, please ensure that the fruit is washed, peeled, and cut.
- Children are not allowed to bring sweets, chewing gum, nuts, chocolate, or Soft drinks.
- All drinks container should be plastic,
- All the child's belonging should be marked with the child's name

WELCOME TO ABC NURSERY



PAYMENTS

- **Registration fees.** A Registration fee of AED 1,400 is required to secure a place for your child, and This fee is non-refundable.
- **Deadlines.** All Tuition fees are to be paid in full two weeks before the start of the term at the latest. A deadline date will be communicated to all parents with an invoice for the following term. Payment can be divided into two payments, and post paid cheque must be given for the balance of the amount.
- **Discounts.** We do not combine or bundle any discounts you wish to avail yourself. For Sibling 10%for each, registration fees will be waived for the younger ones.
- **Late entry:** Full-term fees will be charged if a child joins during the term but reserves the seat at the beginning. If the child enters during the term, the tuition fee will be calculated per the joining date.
- **Late pickup fee.** A late pickup fee of AED 50 Dhs per hour will be charged to parents who do not avail of our extension services and come after 2:00 pm; There will be a slip to sign at the front desk for any late pickup.
- **Payment methods.** Payments can be made by cash, bank transfer, or cheque.

REFUNDS

- **Withdrawal refund policy.** We do not offer any refunds on tuition fees. However, term fees can be refunded if a full-term notice is provided before the term start.
- **Non Refundable fees.** We do not refund Registration and stationary. All camps and extra-curricular activities are nonrefundable
- **Refund method.** Wherever the notice is given, a refund is made, and it will be processed through a cheque.
- **Absence.** If a medical report is provided, there is no refund for children with frequent absences.
- **Closure.** ABC Nursery does not offer refunds in the event of nursery closure due to third-party action or any other event out of our control.



Child illness

- If your child has been unwell or had a fever, please inform the nursery nurse or class teacher, or the registrar
- If you suspect your child is unwell or has an infection or illness, we request that your child be kept at home to prevent any illness from being passed to classmates or staff.
- Should your child require any medication during Nursery hours, please give the medicine to the nurse only with clear instructions on the dosage and time it should be administered. A doctor's prescription must be attached and the parent's signature.
- If the nursery nurse has examined your child and feels they are unwell and should be at home, the parents will be requested to come and collect your child from the nursery. This is in the interest of health and safety. We ask that you arrive at the nursery to pick your child up within one hour.
- Below is the following list of signs and symptoms of infection in the infant /child that will serve as attendance exclusion criteria: fever more significant than 38, diarrhea, vomiting, yellow skin or conjunctivitis.

Other

- To avoid loss, children cannot wear jewels or bring toys to the nursery.
- If your child is wearing diapers, please send enough diapers to the nursery each day. Any unused will be left in your child's bag for toilet training,
- if you are toilet training your child at home, we will continue to try to train your child during Nursery hours.

I hereby agree that I have read, understood and will abide by all ABC Nursery terms and conditions

Parents Name: _____

signature : _____

Date: _____



Document Checklist :

- Three passport size photographs
- Copy of child's passport with residential visa
- Copy of Father's passport with residential visa
- Copy of birth certificate
- Copy of vaccination card
- UAE family book for Emirati Family
- Copy of parents and child emirates ID
- ADDC premises ID or electricity bill
- Original parents and child emirates ID at the time of registration
- Admission form signed
- Medical form signed
- Terms & condition signed