



Kids Coollege Inc

Registration Package

Kinder School year 2022-2023



Before and After School Care

Kindergarten

www.kidscoollege.com

info@kidscoollege.com

403-264-7738



Welcome to Kids Coollege

Thank you for choosing Kids Coollege to help you and your kids have some fun while you are at work. We are proud to offer families creative programming where children can explore their interests through play and recreation. Our fully licensed Out of School Care Program strives to offer smaller group sizes and creative staff certified in Child Care, First Aid/CPR and with completed Police Record Checks. Your kid's safety our priority. If you are interested in knowing more about our philosophy and guidelines please visit our website **www.kidscoollege.com**

Children are encouraged to share their ideas to add to the fun. Before and after school care is a great way to meet new friends and explore all new exciting things each day has to offer. Join us for fun, friends and adventure.



Important Program Information



Before and After School Care

Hours of Operation: 6:45 am -6:00 pm

Spring, Winter & Summer Camps: 7:00 am-6:00 pm

Closure Days 2021-2022

Before and After School Care

Labour Day- September 5th, 2022

Thanksgiving- October 10th, 2022

Remembrance Day - November 11th, 2022

In Lieu of Christmas Day - December 23rd, 2022

Boxing Day - December 26th, 2022

In lieu of New Year's Eve - December 27th, 2022

In lieu of New Year's Day - January 2, 2023

Teacher's Convention- February 16 & 17, 2023

Family Day- February 20th, 2023

Good Friday- April 7th, 2023

Victoria Day- May 22nd, 2023

In lieu of Canada Day - Jul 3rd, 2023

Heritage Day- August 7th, 2023

**Winter
Closures
are TBD**



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info@kidscoollege.com

403-264-7738

Unit 206, 11540 24th Street SE

Calgary, AB T2Z 3K1

Contract & Fee Agreement



This agreement is entered into as of this ____ day of _____, 2022, by and between KIDS COOLLEGE INC and _____ (parents' full name).

This Agreement contains the terms agreed upon between KIDS COOLLEGE INC and the Parent/Guardian for the care of:

Kid's Name: _____ Date of Birth: _____ Starting Date: _____

Registration Fee: Parent/Guardian agrees to pay a registration fee of **\$50.00** prior to the commencement of care. This is not refundable (NA to returning children) Parent Initial: _____

1st Month Fee: Parent/Guardian agrees to pay the 1st month fee of \$_____ upon registration. Should care be terminated before the child starts, the fee will be refunded if one (1) month calendar notice has been given based off above start date. Parent Initial: _____

Fees: The monthly fee will be \$_____ and is due and payable the 1st of the month by Pre-Authorized Debit or cash. Fees are payable regardless of attendance. Parent Initial: _____

Additional Fees: The program option that you have selected may have extra fees attached and are detailed below.

AM Drop in _____ PM Drop in _____ Early Dismissal _____ Feld Trips _____
Full Day Drop in _____ Camp Day Drop in _____ Org/PD Day _____
Spring/Winter Camp _____

Summer Camps operate under a separate fee schedule

Late Fees: Parent/Guardian agrees to pay a late fee of **\$10.00** for the first 10 minutes or any portion thereof and **\$1.00 per minute** for each additional minute for picking up children after program closes. Late fees are per child and are payable to the program staff upon child pick up. Parent Initial: _____

Returned Payments: NSF will result in a charge of \$50.00. Cash payment of fees may be required of monthly payments are returned by the bank more than one occasion. Parent Initial: _____

Term: The child is considered enrolled in KIDS COOLLEGE INC and fees are payable until the Parent/Guardian provides one (1) calendar month written notice at the 1st of the month. In the event that KIDS COOLLEGE INC terminates care, a month's notice will be provided. Parent Initial: _____

Contract & Fee Agreement cont'd



Child Absences: The Parent/Guardian is required to provide notice any time their child will be absent from KIDS COOLLEGE INC. When a child does not arrive on our care after school they are considered missing child. The program then notifies the Calgary Police Authority and the Calgary Licensing Authority. If your child is regularly absent without notifying the program, you may be charged fees incurred in staff time for reporting to licensing and searching for your child.

Parent Initial:_____

No call Charge: In the event that parents cannot be reached to confirm that they have their child, we are required to notify the police of a missing child. Parents will be charged \$75.00 if the police are contacted. Parent Initial:_____

Tax Receipt: Please indicate which parent name should be on the tax receipt for payments for 2022-2023_____

Using transportation in Cold Weather: Children should be dressed appropriately for the colder weather. Unexpected mechanical problems with the bus may occur more frequently at this time of year. Children must be prepared for this as buses cool off very quickly. Winter weather conditions bring on some challenges to get the buses started, therefore bussing cannot be guaranteed if the Weather Network is reporting a wind-chill of or colder than -30C in Calgary. Parents will be notified by 6:45 am if buses are cancelled for the morning. The transportation Consent Form will be followed per family.

Parent Initial;_____

Anti-Bullying Policy: KIDS COOLLEGE INC take a zero-tolerance position regarding all forms of bullying. We play an active role in the elimination of all forms of bullying and take a proactive approach to foster harmony among staff, volunteers, members and users of the programs. If your child is not wishing to follow this policy KIDS COOLLEGE INC will have to enforce suspensions or terminations depending on the severity which will be immediate to the situation. Parent Initial:_____

The parties hereto have executed this Agreement as of the date and year first above written.

Parent/Guardian Signature

Kids Coollege Inc Director

Consent for Informal & Ongoing Sharing of Information



Guiding Principle:

1. Consent for sharing information among professionals involved in a child's day enhances educational, child care and family experiences.
2. Consent for information sharing is a necessary legal and ethical practice and must be obtained in writing prior to the sharing of any information.
3. Consent for information sharing acknowledges the parent or guardian as having the authority to grant permission for the sharing of relevant information with another party regarding their child for an identified purpose.

In order to best serve children's need, there are times when it is appropriate for the program to exchange information about children participating in two or more programs (ie Kids College and the school).

The kind of information shared may include, but it is not limited to: matters involving attendance, illness, transportation or behaviour. Procedures for sharing information are explained to parents and are followed consistently.

In the event that it is necessary to refer to clinical records, development reports or student record documents. parents will be asked to sign appropriate consent forms before such information is disclosed.

Your consent will give permission for the exchange of information between KIDS COOLLEGE INC, the school and/or community support agencies while your child is registered in these programs.

I/We give permission to KIDS COOLLEGE INC and _____ (school name) and _____ (agency name) for reciprocal exchange of information about my child.

Child's Name: _____ Date of Birth: _____

Parent/Guardian's Name: _____ Signature: _____

Witness: _____ Date: _____



Consent for Social Media Posts

At Kids Coollege, we share our daily activities on Facebook, Instagram and our website. When we post these photo's we never use the children's names. We ensure that these photos are always respectable for the children. We avoid photos of faces however sometimes it can happen. In order to post photos please let us know what you would be okay with us posting on out social media.

Child's art work with no names. YES_____ NO_____ Parent Initial:_____

Child's body with no face (ex//child's hands while in the sandbox). YES____ NO____ Parent Initial:_____

Child's face. YES_____ NO____ Parent Initial:_____

Your consent will give permission for the posting of of photos at KIDS COOLLEGE INC on social media such as Facebook and Instagram and our website while your child is registered in these programs.

I/We give permission to KIDS COOLLEGE INC to post photos of_____ (child's name) for social media postings while attending Kids Coollege.

I/We do not give permission to KIDS COOLLEGE INC to post photos of_____ (child's name) for social media postings while attending Kids Coollege.

Child's Name;_____ Date of Birth:_____

Parent/Guardian's Name:_____ Signature:_____

Witness:_____ Date:_____



Consent for Park Days



At Kids Coollege we attend park days on Fridays, PD days, and winter/Spring camps. The park we attend is within a 10 minute walk from our center. We also have our own vehicles (a 30 seater Bus and a 8 seater Van) to which we can transport the children to and from the schools, fieldtrips, and park. We will not attend any park other than this one (or the surrounding fields here) without a fieldtrip form signed by all parents (please see field trips and neighborhood outings waiver for consent for field trip forms).

We attend park on all of the above days until the weather reaches -15°C with the wind chill, the wind gusts are below 40 KM/H and there is no heavy rain/thunder/lightening. There will still be park days if it is drizzling rain, snowing or overcast. If there is no park, all parents will be emailed immediately. To contact the center while at the park, please call or email the center and someone will respond immediately

Please see below for directions to the park.

Your consent will give permission for attending of park while at KIDS COOLLEGE INC whether by walking, van or bus owned by KIDS COOLLEGE INC so long as the above weather permits. If you choose to opt out of this weekly trip, you will be responsible for finding other care for your child during this time

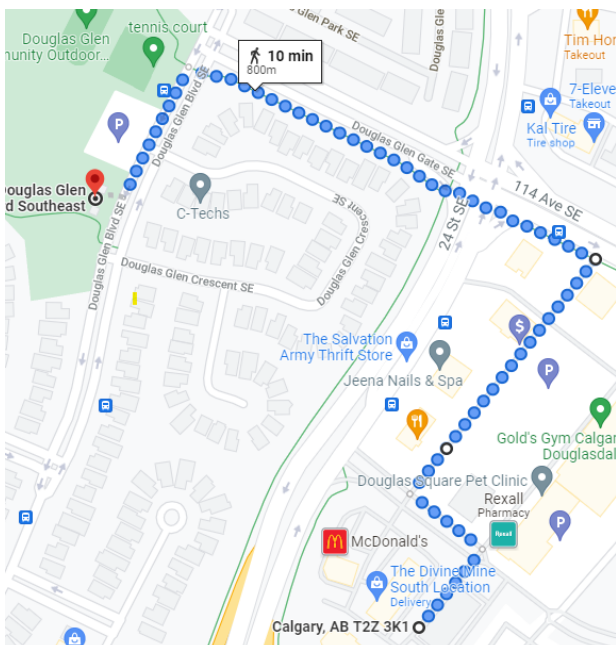
I/We give permission to KIDS COOLLEGE INC to attend park with _____ (child's name) while attending Kids Coollege.

I/We do not give permission to KIDS COOLLEGE INC to attend park with _____ (child's name) while attending Kids Coollege. By choosing this option, I also agree to find other suitable childcare for these days.

Child's Name: _____ Date of Birth: _____

Parent/Guardian's Name: _____ Signature: _____

Witness: _____ Date: _____



Directions to park

Walking :

Leave from Kids Coollege walking along the sidewalk in front of all the building until 114 ave. Walk along sidewalk along 114 ave towards 24 street. Cross 24 street and continue walking along Douglas Glen Gate. Cross along Douglas Glen Blvd. Turn Left along Douglas Glen Blvd and you will see the park .

Driving:

Leave from Kids Coollege and out of the parking lot. For the safest turns, you can come out of the parking lot on 114 ave. Turn left onto 114 ave towards 24 street. Cross 24 street onto Douglas Glen gate and continue to the T intersection turning left onto Douglas Glen Blvd. Turn right into the park parking lot.



Consent for Substitute Transportation

At Kids Coollege we have our own vehicles (a 30 seater Bus and a 8 seater Van) to which we can transport the children to and from the schools or fieldtrips. However when it gets colder (-30°C WITH the wind chill) we cannot always guarantee the vehicles to run. This also can happen if a bus/van breaks down in the middle of the day prior to PM pick ups. If this happens we are unable to have the children in our care while they are expected to be in school. We have come up with these options for you to choose from to be able to transport children, if parent pick up is not possible.

Wilco Transportation Ltd. . YES_____ NO_____ Parent Initial:_____

Checker yellow cabs (we WILL provide boosters for the children). YES____ NO____ Parent Initial:_____

Your consent will give permission for the transportation of children at KIDS COOLLEGE INC while the van or bus are unable to for the reasons mentioned as well as when they simply are unable to safely transport the children while your child is registered in these programs.

I/We give permission to KIDS COOLLEGE INC to transport _____ (child's name) on one or both of the above mentioned substitutes while attending Kids Coollege.

I/We do not give permission to KIDS COOLLEGE INC to transport _____ (child's name) on either of the above mentioned substitutes while attending Kids Coollege.

Child's Name;_____ Date of Birth:_____

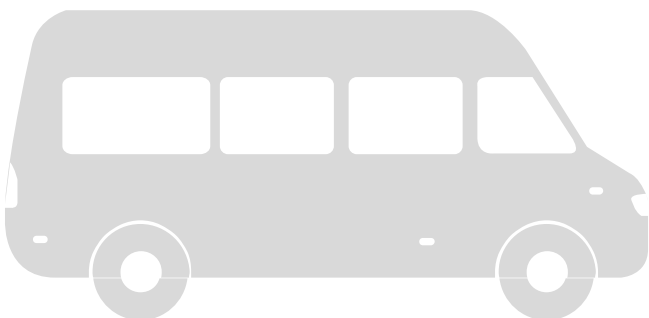
Child's school name and address;_____

School hours (Drop off):_____ School hours (pick up):_____

Kids Coollege address (either to leave from or go to): #206-11540 24 ST SE. Calgary AB T2Z 3K1

Parent/Guardian's Name:_____ Signature:_____

Witness:_____ Date:_____





Consent for Kindergarten School Drop Offs

By signing this form, the parent is understanding that when we drop off the child at school, we always ensure the safety of the child is protected. At drop off, if the teacher at the school takes over care of the above stated child, we will leave the child with the teacher. If the teacher does not take over care, a staff member will stay at the school with the child until the bell rings.

Kids Coollege will do everything they can to ensure the child is as safe possible at all times. Staff will never leave a child unattended without proper care as kindergarten children will always have hand-on-hand transportation of care.

Child's Name: _ _ _ _ _

Date of Birth: _ _ _ _ _

Child's school name: _ _ _ _ _

School hours (Drop off): _ _ _ _ _

School hours (pick up): _ _ _ _ _

Parent/Guardian's name: _ _ _ _ _

Signature: _ _ _ _ _

Witness: _ _ _ _ _

Date: _ _ _ _ _



Waivers



Life Jacket Waiver:

I/We understand that Kids Coollege Inc will arrange field trips from time to time to swimming venues and that if my Child has not complete Level 5 in a qualified swimming program Kids College Inc recommends that my/our child wears a life jacket at all times while swimming. It is my/our responsibility to ensure that my child brings a life jacket to swimming venues should he/she be required to wear one. All children will be required to wear a life jacket unless parental consent is provided. **Parent Initial**_____

Volunteer Opportunities:

I would like to be notified of opportunities to volunteer and share family cultural celebrations within the program. **Parent Initial**_____

Policies and Fees:

I have read and agreed to the policies outlined in the Kids Coollege Inc Parent Handbook. I understand that fees are payable in full the first day of the month. Childcare will **NOT** be provided if the fees are not paid in full. **Parent Initial**_____

Photographic Release

I hereby consent to photos and/or video being taken of my child while they participate in Kids Coollege Inc program activities for use at the program. Media images or reproductions of original art and writing involving your child may be used in newsletters, childcare sector workshops, or by community media outlets will be used only with individual parental consent. **Parent Initial**_____

Field Trips and Neighborhood Walks

I agree to sign consent forms as required for special program activities and out trips. It is my responsibility to make alternate child care arrangements if my child is not participating in an out – trip. I understand that staff supervise my child while in attendance at Kids Coollege Inc and in some cases they will also walk children to community playgrounds, go on neighborhood walks and take children on excursions within the community which are within easy walking distance. **Parent Initial**_____

Medical Authorization

Emergency Health care or first aid to be administered to my child should he/she suffers an injury or serious illness while in the care of Kids Coollege Inc, including calling 911 and agree to be responsible for the costs associated with emergency medical services. **Parent Initial**_____

Transportation

I/We grant permission to Kids College Inc to transport my/our child to and from school, on community outings and field trips in and around Calgary, AB. I/We agree to hold harmless Kids Coollege Inc, it's directors, owners, and employees, for all transportation. **Parent Initial**_____

Subsidy

Parents who receive subsidy must fill out and sign a separate form agreeing to subsidy policies regarding payment of parent portion or the loss of their subsidy due to an accumulation of unexplained absences. I understand that my child must attend a minimum number of hours to maintain subsidy funding. I am responsible for fees not covered by subsidy. I give Kids Coollege Inc permission to access my child's subsidy information. **Parent Initial**_____

Kid's Full Name:_____

Parent/Guardian Printed Name:_____

Parent/Guardian Signature_____

COVID-19 Restrictions and Protocols



Illness Policy:

- If your child has any symptoms on the daily questionnaires, we will inform parents of the next steps according to the government restrictions.
- If your child has a fever (37.5°C or higher), vomiting, diarrhea, or a new rash your child MUST stay home until 24 hours AFTER it goes away - unless covid restrictions deem it necessary to be longer
- If your child is unable to complete daily tasks/routines or requires 1:1 care staff will contact parents to come pick up
- If a doctor deems your child is safe to return before the rash, vomiting, diarrhea or other contagious illness (conjunctivitis/pink eye, bronchitis, etc.) due to antibiotic time frames, a doctors note is required for return for the safety of all staff and children

Travel outside Canada:

- Please follow all Government of Canada and Alberta restrictions surrounding travel

Positive COVID-19 test:

- You are required to isolate for 5 - 10 days (Depending on child's vaccination status) after receiving a positive Covid test. We are required to report all positive cases within 14 days of last attending and getting ill, if you do get a positive result (or anyone in your home) please inform staff to be able to monitor for spread.

Snacks Provided and Limited use of Water Fountain:

- We are allowed to provide snack, however the children CANNOT serve themselves or ask for a different one.
- All kids MUST bring a water bottle. Your kid will be allowed to fill the bottle as many times as he/she needs using the water fountain, however your kid WILL NOT be allowed to drink directly from the water fountain.
- Kids will not be allowed to share food, even with siblings

Maximum Capacity:

- As per the Ministry of Child Services, we have returned to full capacity. We can have up to 60 children in the building! There are no further concerns of space availability.

Drop-Ins:

- If spots are available drop-ins will be allowed at \$65 per day. Please contact us before coming to the center as we need all the forms signed and sent to us before accepting your child.

Hand Washing:

- We will continue to provide hand sanitizer as well as encouraging continuous hand washing as it has been clear that the amount of cleaning we have provided throughout the past 2 years has had a very beneficial in curbing illnesses. Child will be asked to wash their hands every time they change activities, after going to the washroom and before meals (whatever occurs first).
- Picture posters will be displayed in the washroom to show proper hand washing techniques as a reminder for the kids.

Field Trips:

- With the ongoing changes in covid restrictions, planning field trips is very difficult, we will inform parents if we are able to plan a field trip in the future.

I have read and understood the COVID-19 Restriction and Protocols at Kids Coollege Inc.

Parent's Signature:_____ Date:_____

COVID-19 Restrictions and Protocols cont'd



Cleaning Protocols at the center:

- All surfaces are sanitized after touching on top of normal and enhanced cleaning such as described below.
- High-traffic areas such as doorknobs, light switches, water fountain, toilet handles, soap dispensers, faucets, and taps will be clean and disinfected frequently throughout the day
- All toys and materials will be sanitized each week unless they are risk of infecting other children.
- We have recently invested in a Victory Electrostatic Sprayer and disinfectant from Alien Electrostatic to help keep all of our staff and patrons safe! This electrostatic sprayer creates a fine aerosol and applies a small electrostatic charge to the particles of disinfectant as they leave the sprayer allowing for a very efficient, even, and 360° coverage, wrapping all of our equipment and high touch points with their signature disinfectant called EFASCID.

Arrival Protocol:

- When you arrive to the center, you can ring the doorbell. Once you hear a click, you will be able to open the door.
- Everyone coming into the center will be asked to disinfect their hands before touching anything.
- The morning questionnaires are being asked at drop off but temperature checks are no longer required unless we believe a child is ill.

Pick-up Protocol:

- When you arrive to the center, you can come up to the door and press the doorbell. When you hear the click you will be able to open the door and come on in. As things pick up with enrollment you may be standing with other parents. We ask all parents to wear a mask and keep 6ft of distance between other parents/children.
- If you are needing your child to be ready upon arrival to leave quickly you can text the center, however keep in mind that staff can be busy playing games with the children and may miss a text. Be sure to inform staff at drop off if your child must be ready at a certain time.

Ill Staff:

If we have 3 ill staff, we must shut down the center as we cannot run safely with only 2 available staff. If 1 out of 3 available drivers become ill, parents will be notified that children will be late to school. We apologize for this inconvenience.

We know this is going to be a big change for everyone but it is in the best interest of the kids, families and staff.

I have read and understood the COVID-19 Restriction and Protocols at Kids Coollege Inc.

Parent's Signature: _____ Date: _____

Fee Schedule 2022-2023



Option #1: Kindergarten AM/PM Class

Monthly Fee: \$915

Includes: Early dismissal, Professional & Organizational days, field trips, Spring & Winter Camps

Option #2: Part Time AM only

Monthly Fee: \$550

Includes: Professional & Organizational days, field trips. Special rate \$30.00 per day for Spring & Winter Camps

Option #3: Part Time PM only

Monthly Fee: \$600

Includes: Early dismissal, Professional & Organizational days, field trips. Special rate \$30.00 per day for Spring & Winter Camps

Option #4: Full Time Alternate days Kindergarten

Monthly Fee: \$1000

Includes: Alternate days full time care, Early dismissal, Professional & Organizational days, field trips, Spring & Winter Camps \$0

Option #5: Part Time AM & PM (2 days a week/only on school days)

Monthly Fee: \$400

Includes: Professional & Organizational days, fields trips. Special rate \$30.00 per day for Spring & Winter Camps

Option #6: Part Time Full days 2-3 days a (week/only on non-school days)

Monthly Fee: \$800

Includes: Alternate days full time care, professional & organizational days, fields trips, special rate \$0 per day for Spring & Winter Camps

Option #7: Part Time Full days 2-3 days a (week/only on non-school days)

Monthly Fee: \$700

Includes: Alternate days full time care, Early dismissal, Professional & Organizational days, field trips, Spring & Winter Camps \$25.00 per day

Drop-In Fees:

AM: \$25.00

PM: \$30.00

AM&PM: \$50.00

Full day: \$65.00

Early Dismissal: \$45.00

Camp Days: \$65.00

Grants are not included on the above fees and are as follows (these are not including parent portion subsidy if applicable):

If child attends for 100+ hours a month = \$450

If a child attends 50-99 hours a month = \$225

Grants and Subsidy Acknowledgment



Grants:

Kids Coollege has applied for the Alberta Childcare Grant. This Grant is only eligible for children in Kindergarten and under. Please note that this grant will no longer be covering fees once the child attends grade 1 and up. Please see the Fees Schedule for a breakdown of what the grants cover and how much are available.

It can take 1-2 months for a grant to be submitted to the center from the government. This means that for the first 1-2 months of care, parents will be required to pay the full fees. Once the grant comes in, the account will be credited.

For example:

A child attending full time alternating days kindergarten starting September 1 will be charged \$1000 per month.

Parent Pays:

September 1 - \$1000

October 1 - \$1000

Grant covers \$450 per month (if attending full time at 100+ hours a month:

September and October = \$900 (\$450 each month)

Parents Fees in November will be = \$100

Parent Fees in December - \$1000 - \$450 = \$550

Grants are also paid one month behind. So for example, in October, we will receive September grants once hours have been submitted.

If a child typically attends over 100 hours, and one month attends less, this will be reflected in your monthly fees.

Example:

Parent December Fees - \$1000 - \$450 = \$550

Parent does not have child attend winter camp and only reaches 97 hours this month:

January fees - \$1000 - \$225 = \$775

February Fees (if gone back up to 100+ hours in January) - \$1000 - \$450 = \$550

Subsidy:

Subsidy is applied through parents only. It will also be reflected 1 - 2 months behind on your fees. This amount varies based on individual family income. This amount also depends on number of hours attended the month prior as above with the grant but will vary on individual family.

To apply for subsidy please see:

<https://www.alberta.ca/child-care-subsidy.aspx>

Center Name and Address: Kids Coollege / 206-11540 24 Street SE

Our Center ID #: 80002112

If you have any questions about grants and subsidies, please contact the center for further information

I have read and understood the Grants and Subsidies provided at Kids Coollege Inc.

Parent's Signature:_____ Date:_____

Registration Form



Name: _____ DOB: _____

Address: _____

Mom's Name: _____ Phone: _____

Dad's Name: _____ Phone: _____

Preferred Email: _____

Subsidy (circle one): Yes No

Medical Conditions and Allergies: _____

Emergency Contacts:

Name: _____ Phone: _____ Relationship: _____

Address: _____

Name: _____ Phone: _____ Relationship: _____

Address: _____

Vaccinations Up-to date (circle one): Yes No

Only check what you want to register for:

- ☐ Option #1 Full Time Kindergarten AM/PM Classes (_____ Class Sep 2022 -Jun 2023)
- ☐ Option #2 Part Time AM only (Sep 2022-Jun 2023)
- ☐ Option #3 Part Time PM only (Sep 2022-Jun 2023)
- ☐ Option #4 Full Time Alternate Days Kindergarten (Mon & Fri or Tue & Thurs Class Sep 2022-Jun 2023)
- ☐ Option #5 Part Time 2 days a week in school days only (Sep 2022-Jun 2023)
- ☐ Option #6 Part Time 2-3 days a week non school days only (Sep 2022-Jun 2023)
- ☐ Option #7 Part Time 2-3 days a week non school days only (Sep 2022-Jun 2023)

Total Payable to Kids Coollege: \$ _____

Office use Only:

Registration & Payment Submitted on: _____

Returning Family: Yes No Payment: PAD (form included) Yes No COVID-19 form signed: Yes No

Waivers Signed: Yes No New Registration Discount: Yes No Siblings Discount: Yes No

Medical Form: Yes NA Epi-Pen Form: Yes NA

Terms and Conditions



Payments:

- Postdated cheque to SEPTEMBER 1st, 2022 to secure your spots
- Automatic Withdrawal with PAD Form for monthly payments
- All NSF payments will be subject to a \$50.00 fee
- Subsidy available for those requiring financial aid www.child.alberta.ca/home/1153.cfm.
- If you want to pay by automatic withdrawal For a joint account, all depositors must sign if more than one signature is required on cheques issued against the account.

New Registration discount:

- We are providing a 15% discount on your first three months for **NEW FULL TIME** Registrations (can not be combined with sibling discount)

Siblings Discount:

- If you have more than one kid coming to our center, we are offering a sibling discount of 5% off the second, third, etc child. This discount can not be combined with the NEW FULL TIME registration discount. This discount does not apply for the daily fee for Spring or Winter breaks.

In order to guarantee registration and discount pricing ALL registration forms along with the postdated cheque needs to be filled out properly and drop off at the center.



Registration Checklist



All of the following forms must be returned in order to consider the registration completed and drop off at the center:

- SIGNED COVID-19 Restrictions and Protocols (2 pages) (one set per child)
- Registration form completely filled out (one per child)
- Grant and Subsidy Acknowledgment Form (one per child)
- Waiver form initialed in all 8 sections and SIGNED at the bottom of the form (one per child)
- Pre-Authorized Payment form SIGNED by all depositors (one per family)
- VOID Cheque (if you are a new family to Kids Coollege or have changed your banking information) (one per family)
- Medication Form (if applicable) (one per medication and child)
- Epi-Pen Form (if applicable) (one per child)

If you have any questions or concerns regarding the registration, please do not hesitate to contact us at info@kidscoollege.com



Pre- Authorized Payments Form

One per family



I/we hereby authorize **ATB FINANCIAL (1110 17 AVE SW, Calgary AB T2T 0B4)** as indicated above and waive any requirement for pre-notification of changes of payment dates of Pre-Authorized Debits drawn against my/our Account at my/our Financial Institution in accordance with this authorization.

I/we agree to the terms and conditions on the bottom of this authorization.

Kid's Full Name: _____ Date: _____

Kid's Full Name: _____ Date: _____

Kid's Full Name: _____ Date: _____

Parent/Guardian Signature _____

Parent/Guardian Signature _____

1. In this Authorization "we", "us" and "our" refer to the Payor(s) indicated on the form hereof.

2. This Authorization is provided for the benefit of Kids Coollege Inc and our Financial Institution and is provided in consideration of our Financial Institution agreeing to process debits against our Account in accordance with the rules of the Canadian Payments Association. We agree that any direction we may provide to draw a PAD, and any PAD drawn in accordance with this Authorization, shall be binding on us as if signed by us.

3. We acknowledge that the amounts to be drawn against our account may vary in accordance with the amounts billed by Kids Coollege Inc and we authorize Kids Coollege Inc and our Financial Institution to process PADs against our Account and to draw all such amounts without any pre-notice to us or any other consent by us.

4. We acknowledge that, Kids Coollege Inc will normally draw PADs against our Account 4 days after it renders its account billing, the dates on which Kids Coollege Inc will draw PADs against our Account may vary from time to time in accordance with Kids Coollege Inc normal billing and processing procedures, and we authorize Kids Coollege Inc to draw PADs and our Financial Institution to process such PADs on different dates of the month from time to time without any pre-notice to us or any other consent by us. Further, in the event that any PAD is not honoured, due to "NSF" or other reasons other than our revocation of this Authorization or noncompliance of the PAD with this Authorization, we authorize Kids Coollege Inc to re-submit the PAD within 30 days of the date of dishonour and our Financial Institution to process such PAD without any pre-notice to us or any other consent by us. We acknowledge that a NSF transaction fee of \$50.00 will be charged for each NSF transaction and will be added to the re-submitted PAD.

5. We certify that all information provided with respect to our Account is accurate and we agree to inform Kids Coollege Inc, in writing, of any change in the Account information provided in this Authorization prior to the next Kids Coollege Inc. billing date. In the event of any such change, this Authorization shall continue in respect of any new Account and Financial Institution to the same extent as if they had been shown on the signed form. We guarantee that the signatories to any written notice of change we provide to Kids Coollege Inc. Will be all such persons as would be required to sign any cheque drawn on or withdrawal made from the new Account.

6. We agree that our Financial Institution is not required to verify that any PAD has been drawn in accordance with this Authorization, including the amount, frequency and fulfillment of any purpose to which the PAD relates. We agree that delivery of this Authorization to Kids Coollege Inc constitutes delivery by us to our Financial Institution, and that Kids Coollege Inc may deliver a copy of this Authorization to Kids Coollege Inc Financial Institution for the purpose of processing PADs, and we consent to the disclosure of any information contained in this Authorization to such Financial Institution.

7. We may revoke this Authorization at any time either orally or by delivering written notice of revocation to Kids Coollege Inc This Authorization applies only to the method of payment, and we agree that revocation of this Authorization does not terminate or vary in any way any contract or terms of service under which services are provided to us by Kids Coollege Inc

8. We may dispute a PAD drawn on our Account where: (i) the PAD was not drawn in accordance with this Authorization, or (ii) this Authorization was revoked by us. In order to obtain reimbursement by our Financial Institution for a disputed PAD, we

8. must sign the required form of declaration and deliver it to our Financial Institution in accordance with rule H1 of the Canadian Payments Association. In the case of "personal" PADs as defined in rule H1, which includes PADs for residential accounts, the specified period of 90 calendar days after the date on which the disputed PAD was drawn on our Account. We acknowledge that if notice is not given in accordance with rule H1 within these specified periods, any dispute regarding PAD must be resolved solely with Kids Coollege Inc and that our 9. We understand and accept the foregoing terms and conditions, and agree to participate in a PAD arrangement in accordance with this Authorization.

10. We warrant and guarantee that, if the Account shown on the reverse is a joint account, all persons who would be required to sign jointly in order to draw a cheque on the Account or make a withdrawal from the Account have signed this Authorization.

11. We agree to comply with the rules of the Canadian Payments Association now or hereafter in effect in relation to PAD authorizations and the drawing and processing of PADs, and agree to sign any further documentation that may be required pursuant to such rules.

I/We agree to participate in the Kids Coollege Inc Pre-Authorized Payment Plan and authorize Kids Coollege Inc to collect payment as agreed, by means of Pre-Authorized Debits ("PADs") drawn against my/our account at the financial institution shown on the Authorization form. This Authorization shall apply to any other account and financial institution of which I/We give written notice to Kids Coollege Inc. In accordance with this Authorization. I/We hereby waive any requirement for pre-notification of changes in the amounts and/or payment dates of PADs drawn against my/our Account at my/our Financial Institution in accordance with this Authorization.