



# KVA AFTER SCHOOL

(68 Months – 10 Years)

## we love to play!

Our goal is to offer an early learning program that supports children's growing sense of self. Children are valued for their individuality and unique contributions to our community – they are given regular opportunities to contribute in meaningful ways. We provide a fun, safe and nurturing environment that invites children to investigate, imagine, think, create, solve problems, and make meaning from their experiences. Our educators carefully observe and interact with children, following their lead, in order to design quality programming and environments that authentically extend each child's learning and development.

## program overview

The KVA Afterschool program will compliment a regular school day by providing more opportunities for your child to learn, grow, and discover new skills. It's a chance for children to realize their potential and explore possibilities.

Registered early childhood educators have created this play-based program that connects to learning that happens during a regular school day. Your child can look forward to a mix of exploration, guided and independent activities, quiet time, and gym play.

**real food  
for real kids™**

Real Food for Real Kids (RFRK) is our catering partner. RFRK provides all Kidville Academy healthy snacks and hot lunch program. RFRK will customize menu plans for every child with allergy or dietary restrictions.

## making learning fun

Our curriculum emphasizes:

- Personal, social and emotional development
- Communication, language and literacy
- Problem-solving and numeracy
- Creative development
- Physical development
- Knowledge and understanding of the world

## pick up locations

Bedford Park Public School  
John Fisher Public School (via Bedford Park)  
John Wanless Public School

*\*Inquire about other pick up locations*

## the school year

Tuesday, September 4, 2018 – June 29, 2019  
3:30pm – 6:00pm  
2, 3 or 5 days per week

TO LEARN MORE AND SCHEDULE A TOUR, CONTACT US AT (416) 483-7070



# 2018-19 FEE SCHEDULE

**KVA Afterschool (School Age) 68 mo. – 10 years**  
 2018-19 School Year: September 4, 2018 – June 29, 2019

## Afterschool (3:30 p.m. – 6:00 p.m.)

**5 Days / Week** (Monday – Friday) 3:30pm – 6:30pm (School Pickup 3:00pm- 3:30pm)

| INSTALMENTS                                                                                                                       | AMOUNT          | DUE DATE                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------|-----------------|------------------------------------------------------------|
| First Instalment                                                                                                                  | \$ 1,270*       | Upon Application<br>(*Includes \$150 registration fee)     |
| Monthly Instalment                                                                                                                | \$ 560          | Sept 1, Oct 1, Nov 1, Dec 1, Jan 1, Feb 1,<br>Mar 1, Apr 1 |
| <b>Total Tuition (12 months)</b><br><i>(*Includes healthy snacks &amp; hot lunch,<br/>program materials and registration fee)</i> | <b>\$5,750*</b> |                                                            |

**3 Days / Week** (Monday, Wednesday & Friday) 3:30pm – 6:30pm (School Pickup 3:00pm- 3:30pm)

| INSTALMENTS                                                                                                                       | AMOUNT           | DUE DATE                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------------------------------------|
| First Instalment                                                                                                                  | \$ 822*          | Upon Application<br>(*Includes \$150 registration fee)     |
| Monthly Instalment                                                                                                                | \$ 336           | Sept 1, Oct 1, Nov 1, Dec 1, Jan 1, Feb 1,<br>Mar 1, Apr 1 |
| <b>Total Tuition (12 months)</b><br><i>(*Includes healthy snacks &amp; hot lunch,<br/>program materials and registration fee)</i> | <b>\$ 3,510*</b> |                                                            |

**2 Days / Week** (Tuesday & Thursday) 3:30pm – 6:30pm (School Pickup 3:00pm- 3:30pm)

| INSTALMENTS                                                                                                                       | AMOUNT           | DUE DATE                                                   |
|-----------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------------------------------------|
| First Instalment                                                                                                                  | \$ 598*          | Upon Application<br>(*Includes \$150 registration fee)     |
| Monthly Instalment                                                                                                                | \$ 224           | Sept 1, Oct 1, Nov 1, Dec 1, Jan 1, Feb 1,<br>Mar 1, Apr 1 |
| <b>Total Tuition (12 months)</b><br><i>(*Includes healthy snacks &amp; hot lunch,<br/>program materials and registration fee)</i> | <b>\$ 2,390*</b> |                                                            |



**Real Food for Real Kids (RFRK)** is our catering partner. RFRK provides all Kidville Academy healthy snacks and hot lunch program. RFRK will customize menu plans for every child with allergy or dietary restrictions (additional fees may apply).



## IMPORTANT – PLEASE READ THE FOLLOWING:

Kidville Academy is committed to attracting top teacher talent, creating a great learning environment, and keeping tuition costs as low as possible. We are proud to offer a low student/teacher ratio and a rich daily curriculum—at a highly competitive price.

### Tuition and Costs:

Total tuition includes all healthy snacks/ lunch and program materials. Hot lunches are included. Any additional fees for excursions and/or special activities throughout the year will be billed separately.

Placement in the Kidville Academy program (for the full school year) is guaranteed for each registered child once they have been formally accepted and payment has been made. If a family chooses to leave at any time between their acceptance and the end of the school year, full tuition fees remain due and payable.

We offer a 10% sibling discount. This only applies when both siblings are enrolled full time (5 days per week).

The full fee is applicable even if your child is absent due to family vacation, temporary illness, or school closures due to inclement weather or any other reasons. Please refer to the [KVA Parent Handbook](#) for more information about the centre policy and procedures.

### Registration Fee:

New applicants are charged a one-time, non-refundable registration fee of \$150. This fee applies to all new students entering KVA programs. The registration fee will be waived for returning students.

### Waiting List:

Enrolled students and their siblings are given priority in admissions; new applicants are assigned places on a first come, first served basis. If there are more applicants than places in the school, applicants will be placed on a waitlist. We do not charge or collect a fee or deposit for the placement of a child on a waiting list for admission. Kidville Academy will add children to our private and confidential waitlist on a first come, first serve basis, giving priority to siblings of children currently enrolled. You will be contacted if/when a space becomes available. Your name will be removed from a waitlist if you decline an open spot or if you do not respond to a notification in the time allotted by a KVA representative. Though we strive to place all children in the session of their choice, it is not always possible due to limited capacity.

### Refund Policy:

Full or instalment fee payment are non-refundable/non-transferable, there will be no exceptions granted. Kidville Academy does not offer make-ups for missed classes. No refunds will be provided for absent days, sick days or holidays.

*As per your consumer rights, you may cancel this agreement at any time during the period that ends ten (10) days after the later of the day you receive a copy of the agreement/application. You do not need to give us a reason for cancelling during this 10-day period. To cancel this agreement, you must give notice of cancellation to us, at the address set out in this agreement, by any means that allows you to prove the date on which you gave notice. If you cancel this agreement, we have fifteen (15) days to refund any payment you have made.*

### Payment Options:

We want to make it easy for you to budget for your Kidville Academy tuition costs. That's why we offer to collect fees in instalments. Once you have paid, **instalments will be non-refundable/non-transferable**, and there will be no exceptions granted.

You may choose to make your INITIAL payment by certified cheque or bank draft (payable to KVU Inc.) or by credit card. (1) If paying by certified cheque or bank draft, please provide the initial instalment cheque, along with a completed *Application Package*. Certified cheques/ bank drafts are payable to KVU Inc. A fee of \$25 is charged for NSF cheques. (2) If paying by credit card: A completed *Credit Card Authorization Form* is required along with completed *Application Package*. If paying by credit card a 2.5% administrative fee will be added to the total.

**Lump Sum:** The entire tuition amount is paid in full upon application. A 10% discount will be offered to full year tuition; paid in full by the first day of the program start date, (Tuesday, September 4, 2018). Not applicable in combination with any other promotional offer.

**Pre-Authorized Debit or Credit Card Instalments:** The annual tuition fee is divided into eleven (11) instalments. The INITIAL fee deposit is the first month fee and last month fee (if applicable, the Registration Fee) are due upon submission of the application\*. The remaining balance of the tuition is then divided into ten (10) equal instalments. Payment Schedule: (1) Sept 1, 2018; (2) Oct 1, 2018; (3) Nov 1, 2018; (4) Dec 1, 2018; (5) Jan 1, 2019; (6) Feb 1, 2019; (7) Mar 1, 2019; (8) Apr 1, 2019; (9) May 1, 2019; (10) Jun 1, 2019.

**You will be provided with a Pre-Authorization Debit (PAD) Form or you could provide us with a copy from your bank. A PAD form will need to be filled out and returned to process the monthly fee payments. We could also provide you with a credit card form.**

\*If you are applying for Kidville Academy after the set instalment date(s), all payments, up until your date of application, are due. A receipt will be provided upon payment of all installments. **ANNUAL FEES are divided equally between 12 months. If you are starting after September 4, 2018, all fees will be re-calculated to provide you with an accurate pro-rated monthly fee.** A \$50 late fee will be charged if any payment is more than 10 days late.

*(PLEASE NOTE: Fees have been prorated to account for the following 3 week school closures: December 24, 2018– January 4, 2019 / August 26, 2019 – August 30, 2019. Also, KVA will be closed for all 9 Ontario Statutory Public Holidays)*



# 2018-19 KIDVILLE ACADEMY APPLICATION

School Year: September 4, 2018 – August 23, 2019

(Closures: December 24, 2018– January 4, 2019 / August 26, 2019 – August 30, 2019)

- KVA Tot. (Infant 3mo-18mo)
- KVA Jr. (Toddler 18mo-30mo)
- KVA Grad (Preschool 31mo-4y)
- 5 Days / Week (Mon - Fri)
- 3 Days / Week (Mon, Wed & Fri)
- 2 Days / Week (Tues & Thurs)
- Hours (7:30am – 6:00pm)

## CHILD'S INFORMATION

|                            |        |
|----------------------------|--------|
| Full Name                  |        |
| Date of Birth (MM/DD/YYYY) | Gender |

## FAMILY INFORMATION

|                              |              |             |
|------------------------------|--------------|-------------|
| <b>Parent/Legal Guardian</b> |              |             |
| Full Name                    |              |             |
| Home Address                 |              | Apt         |
| City                         | Province     | Postal Code |
| Home Phone                   | Mobile Phone | Work Phone  |
| Email                        |              |             |

### PRIVACY POLICY

Kidville Academy is committed to protecting your privacy and understands the importance of protecting personal information. Personal information will not be disclosed with anyone outside of Kidville Academy staff. Kidville Academy will protect your information, using safeguards appropriate to the sensitivity of the information. All personal records collected by Kidville Academy will be archived indefinitely unless otherwise requested.

**I understand that this application does not guarantee acceptance. You will be notified by email if and when your child is accepted. If my child is accepted for admission, I understand and agree to the policy and procedures of Kidville Academy, as noted in the Kidville Academy Parent Handbook, as well as any other information regarding application procedures.**

**To the best of my knowledge, the information contained within this application is correct and complete.**

|                                 |      |
|---------------------------------|------|
| Parent/Legal Guardian Signature | Date |
|---------------------------------|------|

### FOR OFFICE USE

|                                                     |                       |                                                                                                         |
|-----------------------------------------------------|-----------------------|---------------------------------------------------------------------------------------------------------|
| Location: Kidville Academy – Yonge Lawrence Village |                       | <input checked="" type="checkbox"/> New Admission <input checked="" type="checkbox"/> Returning Student |
| Date of Application:                                | Requested Start Date: | Admissions Contact:                                                                                     |





**How to Register**

Select the program that best meets your childcare needs. Complete the KVA application form. Once you have completed the KVA application form, you will need to drop it off to the Program Coordinator/Operator, along with payment(s). Our Program Coordinator/Operator will then notify you with a confirmation email of your child's acceptance into the program. Early registration is strongly advised, as programs may fill quickly. A parent or legal guardian must sign all forms before a child may begin our KVA program. An enrolment package will then follow.

**Tuition and Costs**

Total tuition includes all healthy snacks, hot lunch and program materials. Any additional fees for excursions and/or special activities throughout the year will be billed separately. Placement in the Kidville Academy program (for the full school year) is guaranteed for each registered child once they have been formally accepted along with an application and fee payment has been made. We offer a 10% sibling discount. This only applies when both siblings are enrolled full time.

The full fee is applicable even if your child is absent due to family vacation, temporary illness, or school closures due to inclement weather or any other reasons.

**Registration Fee**

New applicants are charged a one-time, non-refundable registration fee of \$150. This fee applies to all new students entering KVA programs. The registration fee will be waived for returning students.

**Payment Options**

We want to make it easy for you to budget for your Kidville Academy tuition costs. We offer to collect fees in instalments.

You may choose to make your INITIAL payment by certified cheque or bank draft or by credit card. (1) If paying by certified cheque or bank draft, please provide the initial instalment cheque, along with a completed *Application Package*. Certified cheques/ bank drafts are payable to *KVU Inc.* A fee of \$25 is charged for NSF cheques. (2) If paying by credit card: A completed *Credit Card Authorization Form* is required along with completed *Application Package*.

**Lump Sum:** The entire tuition amount is paid in full upon application. A 10% discount will be offered to full year tuition; paid in full by the first day of the program start date, (Tuesday September 4, 2018). Not applicable in combination with any other promotional offer.

**Pre-Authorized Debit Instalments:** The annual tuition fee is divided into eleven (11) instalments. The INITIAL fee is the first and last month instalment, which is due upon application (plus the registration fee, if applicable).\* The remaining balance of the tuition is then divided into ten (10) equal instalments. Payment Schedule: (1) Sept 1, 2018; (2) Oct 1, 2018; (3) Nov 1, 2018; (4) Dec 1, 2018; (5) Jan 1, 2019; (6) Feb 1, 2019; (7) Mar 1, 2019; (8) Apr 1, 2019; (9) May 1, 2019; (10) Jun 1, 2019. **You will be provided with a Pre-Authorization Debit (PAD) Form or you could provide us with a copy from your bank. A PAD form will need to be filled out and returned to process the monthly fee payments.**

\*If you are applying for Kidville Academy after the set instalment date(s), all payments, up until your date of application, are due.

Fees do not include the following 3 week school closures: December 24, 2018– January 4, 2019 / August 26, 2019 – August 30, 2019. Also, KVA will be closed for all 9 Ontario Statutory Public Holidays)

ANNUAL FEES are divided equally between 12 months. If you are starting after September 4, 2018, all fees will be re-calculated to provide you with an accurate pro-rated monthly fee.

**Waiting List**

Enroled students and their siblings are given priority in admissions; new applicants are assigned places on a first come, first served basis. If there are more applicants than places in the school, applicants will be placed on a waitlist. We do not charge or collect a fee or deposit for the placement of a child on a waiting list for admission. KVA will add children to our private and confidential waitlist on a first come, first serve basis, giving priority to siblings of children currently enrolled. You will be contacted if/when a space is available. Your name will be removed from a waitlist if you decline an open spot or if you do not respond to a notification in the time allotted. Though we strive to place all children in the session of their choice, it is not always possible due to limited availability.

**Contact Information**

The primary family member must ensure that KVA has the most up-to-date contact information on file, including address, email address and phone number.

Please ask for and/or confirm our email addresses and add them to your "approved sender" list. We require open and positive lines of communication for the benefit of every child in the program.

**Refund Policy**

Full or instalment fee payments are non-refundable/non-transferable, there will be no exceptions granted. Kidville Academy does not offer make-ups for missed classes. No refunds will be provided for absent days, sick days or holidays.

*As per your consumer rights, you may cancel this agreement at any time during the period that ends ten (10) days after the later of the day you receive a copy of the agreement/application. You do not need to give us a reason for cancelling during this 10-day period. To cancel this agreement, you must give notice of cancellation to us, at the address set out in this agreement, by any means that allows you to prove the date on which you gave notice if you cancel this agreement; we have fifteen (15) days to refund any payment you have made.*

**Food-Allergy Awareness**

Kidville Academy is food-allergy aware and committed to providing a safe environment for our members. Therefore, we request that you do not bring peanuts, nuts, or foods containing nut ingredients onto the premises. We will provide all healthy snacks, and hot lunches (if applicable). Our catering partner will customize menu plans for every child with an allergy or dietary restriction.

**Immunization**

All KVA children must be immunized, unless a fully authorized exemption is on file. We will request a complete Immunization Record with *Enrolment Packages*.

**Parent Handbook**

All parents or legal guardian(s) will receive a copy of our KVA Handbook. Our centre's policy and procedures can be found in Parent Handbook Anytime a revision is made to the parent handbook, parents with children receiving care will be notified.

**Media Release Policy**

On occasion we will use photographs, electronic images, as well as audio and video recordings in marketing, training, management and promotion programs. I hereby give permission to Kidville Academy (KVU Inc.) and their agents and contractors to take and use photographs, electronic images, and audio and video recordings ("images and recordings") of me and the children listed on the previous page without compensation. All such images and recordings are the property of KVU Inc. I understand and agree that such images and recordings may be used for promotional purposes and that LMK Kids Company Inc. and/or KVU Inc. may, without restriction, reproduce, publish, adapt, perform and communicate such images and recordings, in whole or in part, in any media (whether now existing or hereafter invented) throughout the world without my further permission and without any compensation whatsoever. **If you do not wish for your child to be photographed, and/or recorded please initial here.**

**Terms of Admission**

- New applicants are charged a one-time, non-refundable registration fee of \$150. The fee applies to all new students entering KVA programs. This registration fee will be waived for returning students.
- Completed *application form* and *tuition fee(s)* for the duration of the term via certified cheque or credit card. PAD Forms will be required for monthly payments.
- *Enrolment Packages* must be submitted to Kidville Academy prior to the start of a program. Children will not be allowed to start the program until all required paperwork has been returned.

**Please sign here to acknowledge that you have read and understand the terms listed on this page:**

Signature: [ ]

Name: [ ]

Date: [ ]