

Please stick passport photo of child here

Holistic, Bilingual, and Multicultural Education for Children

Tiny Tots, Playgroup, TK A, TK B & SD/Primary Grades 1 – 6

Student Application Form Academic Year 2016-2017

Where children love to learn....

Banjar Kumbuh, Mas, Ubud, Bali, Indonesia. Tel: +62 821 4524 7146 & +62 361 4792 577 Email: office@pelangischoolbali.com www.pelangischoolbali.com

For office use only:	
Application form received & checked by:	Date:
Application ACCEPTED/DECLINED by:	Date:
Invoice sent by:	Date:
Payment received by:	Date:
Data entered by:	Date:
Further action:	

APPLICATION FORM

Entering Level	TT / Pla	aygroup	тк	A / B		SD
Please specify class (TT / P	G / TKA / T	KB / 1 / 2 /	3 / 4 / 5 / 6):		Start D	ate:
Intended length of enrollment	: Full Yea	ar / Quarter	r 1 / Quarte	r 2 / Qı	arter 3 / Qua	arter 4
Child's Information						
Complete Name of Child	:					
Nickname	:					
Place & Date of Birth	:					
Gender	:					
Nationality	:					
Parents or Guardians of Child						
		Fati	her			Mother
Name of Parents/Guardians	:					
Nationality	:					
ID / Passport Number	:					
Permanent Address	:					
Current Local Address	:					
Profession	:					
Telephone Number(s)	:					
Email	:					
In Residence With Child	:	YES/N	0			YES/NO
Any Restricted Access Information (where applicable)	:					
Child's Language						
First Language	:					
Languages Spoken	:		Beginner Intermediate Fluent			Beginner Intermediate Fluent





List those persons who can be called in case of an emergency – local contacts (minimum 2 required)

Name:			Address:	
Contact pho	one number(s):			
Relationshi	p to child:			
Name:			Address:	
Contact pho	one number(s):			
Relationshi	p to child:			
Name:			Address:	
Contact pho	one number(s):			
Relationshi	n ta ahildi			
Relationshi	p to child.			
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		called in cas	e of an emerger Address:	ncy – contacts abroad
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Information on Siblings

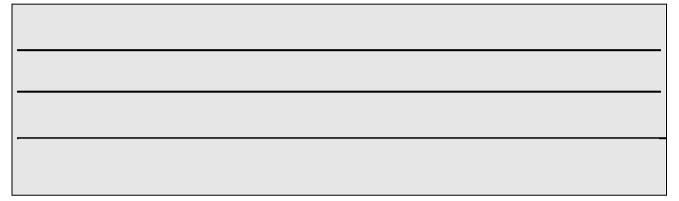
Name	Age	School

CONFIDE	NTIAL
НЕАLТН	INFORMATION



Doctor's Name	:	
Doctor's Address	:	
Doctor's Telephone Number(s)	:	

Please give details below of any dietary requirements your child may have (i.e. vegetarian) (*Please note, the school warung cannot cater for vegans or special diets*)



Please list any food allergies:

What procedures should the school take if your child ingests sp	ecific food:	
Is your child currently taking any medication?	YES	NO
(If yes, and these medications must be brought	YES	NO
(If yes, and these medications must be brought to school, please visit the school office to	YES	NO
Is your child currently taking any medication? (If yes, and these medications must be brought to school, please visit the school office to complete & return a Medication Permission Form) Does your child have any hearing difficulties?	YES	
(If yes, and these medications must be brought to school, please visit the school office to complete & return a Medication Permission Form)		L L



IMMUNIZATION HISTORY

Pelangi School strongly encourages families to have their children fully immunized. If your child has been immunized, please fill in the date of last immunization.

Diphtheria/Tetanus/Pertussis	:
Chicken Pox	:
Measles/Mumps/Rubella	:
Tetanus (every 10 years)	:
Tuberculosis	:
Typhoid (every 3 years)	:
Hepatitis A	:
Hepatitis B	:
Polio	:
Other	:

Has your child ever suffered from or been diagnosed with any of the following? *(If yes, please fill in the year of occurrence and any relevant details.)*

Asthma	:	YES / NO	
Chicken pox	:	YES / NO	
Dengue fever	:	YES / NO	
Diabetes	:	YES / NO	
Epilepsy	:	YES / NO	
Severe Headaches	:	YES / NO	
Heart condition	:	YES / NO	
Tuberculosis	:	YES / NO	
Typhoid fever	:	YES / NO	
Measles	:	YES / NO	
Mumps	:	YES / NO	
Rubella	:	YES / NO	
Nose bleeds	:	YES / NO	
Allergies (inc NUT)	:	YES / NO	
HIV	:	YES / NO	
Other	:	YES / NO	

Has your child or anyone in your family ever been diagnosed with any of the following? (*Please check the boxes that apply and advise us accordingly below.*)



WELLBEING &



EDUCATIONAL INFORMATION

Has your child ever had studying difficulties, had to follow an individual educational program or been assessed as having additional or special needs?	Yes	No
If yes, please give a brief explanation. *If your child has had an Assessment and Evaluation conducted, please provide a co	py of the report.	
Has your child ever received any special academic, social or emotional support? (i.e. speech, language, psychological)	Yes	No
If yes, please give a brief explanation. *If your child has had an Assessment and Evaluation conducted, please provide a co	py of the report.	
Does your child have any particular habits/behaviours or needs for special attention of which the teachers should be aware?	Yes	No
If yes, please give a brief explanation: *If your child has had an Assessment and Evaluation conducted, please provide a co	py of the report.	
Does your child have any limitations participating in physical activities? If yes, please give a brief explanation:	Yes	No
in yes, please give a brief explanation.		
Has your child ever been suspended from, or asked to leave a school?	Yes	No
If yes, please give a brief explanation:		

LANGUAGE PROFICIENCY	LA	Ν	G	U	Α	G	Ε	Ρ	R	0	F	I C	ΙE	N	С	Y
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INFORMATION

What was the main language of			
instruction at your child's last school?			
Name, address & telephone number of your child's last school?			
What language does your child primarily speak at home?			
Is your child fluent in spoken English?		Yes	No
If necessary, please include any further info	ormation.		
Is your child proficient when writing in Engl	ich?	Yes	No
If necessary, please include any further info			
Is your child proficient when reading in Eng	lish?	Yes	No
If necessary, please include any further info	rmation.		
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			_
Has your child ever been in an English as a	Second Language Program?	Yes	No
If yes, please give a brief explanation.			_

Please note: Non-native English speaking children, or those whose previous education was in a school where the language of instruction was not English, may be required to complete a language proficiency evaluation.

RELEASE OF LIABILITY

We, the undersigned parents/guardians of:

Hereby agree to the following:

- 1. I / we give permission for my / our child to participate in all field trips.
- 2. I give permission for my child's likeness (in video or photo) to be used in Pelangi school promotional materials such as newsletters, website, print publications and social media (for school purposes only).
- 3. In the case of an accident on or off school property, Pelangi School does not accept liability for any resulting injury that may occur.
- 4. In the case of medical emergency, I / we give permission for Pelangi School to administer first aid and if necessary, to have my / our child transported to a medical clinic or hospital. Pelangi School does not accept liability for any resulting costs that may be incurred.
- In the case of any damage or destruction caused by my / our child on or off the property of Pelangi School (including field trips), I / we accept full moral and financial responsibility.

This agreement remains in effect for the entire duration of the period my / our child is enrolled at Pelangi School. When applicable, please have two parents sign.

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ACCEPTANCE OF TERMS OF ENROLLMENT ACADEMIC YEAR 2016 - 2017

I,	
Parent / guardian of	
hereby enroll my / ou	ur child at Pelangi School for the academic year 2016 - 2017.
I have read the atta	the 2016-2017 academic calendar & understand the school schedule. ached <i>Tuition Payment Policy</i> including all rules and policies relating to nd and accept all terms contained within, and agree to pay all required fees by
Place and Date:	
Signed,	
	Note: Please affix <i>materai</i> stamp here
	Full name in capitals
	Pelangi School - Ubud Yayasan Cabaya Pelangi

Yayasan Cahaya Pelangi Banjar Kumbuh, Mas, Ubud, Bali, Indonesia Tel: +62 821 4524 7146 / +62 361 4792 577 Email: office@pelangischoolbali.com www.pelangischoolbali.com



TUITION PAYMENT POLICY

Discounts

- Families enrolling more than one child at the school, and paying full tuition (not on scholarship), are eligible for a 15% discount on <u>Tuition only</u> for any additional siblings. Discounts are for Tuition only & DO NOT apply to Enrollment or Facilities & Resources or Curriculum Fees. Discounts apply to the tuition of the youngest sibling(s).
- 30% discount on Tuition fees is offered to all students with both parents holding Indonesian passports.
- FULL year payment for all tuitions and fees are eligible for a 5% discount off TUITION FEES ONLY if paid in full by 20th May 2016.
- PLEASE NOTE: Fees <u>will not</u> be prorated if a student begins after the start of the Quarter or if the student needs to leave earlier. Full Quarter fees will apply. Facilities and Resources and Curriculum fees are annual fees

Late Payment

• If fees are not paid on time, a levy of Rp. 250, 000 per student will be assessed every week up to one month. If payment is still outstanding, the student(s) will be asked to stay home from school until the tuition is paid.

Refund Policy

Enrollment, Facilities & Resources, Tuition and Curriculum Fees are **non-refundable** under any circumstances.

This also applies to deposits made in order to secure places in classes for the following academic year.

Uniform Policy

It is required by the Indonesian Department that students wear uniforms. There is a chance that the school can be reprimanded by the government if students are found not to be in uniform, so the school policy is that students must wear their uniforms to school daily.

Tuition Increase

The tuition quoted in the registration documents is applicable for the 2016-2017 school year only.

Tuition is not guaranteed to stay at this level, and in fact is likely to rise slightly in future years.

We, at Pelangi School, will make every effort to keep costs low, but families should be prepared for possible annual tuition increases as we will need to account for the national inflation rate in covering the school's operational costs each year.

Method of Payment

Payments are to be made by bank transfer or direct deposit to account:

Bank:	BRI
Address of Bank:	CabangUbud, JI. Raya Ubud
Beneficiary Name:	YAYASAN CAHAYA PELANGI BALI
Account Number:	0590-01-000063-30-2
Swift Code:	BRINIDJA

Note: (Please mention child's name & grade, parent's name on bank transaction receipt)

Payment receipts must be given to the school office staff within two days after payment has been made.

STUDENT APPLICATION CHECKLIST



Before a student is accepted at Pelangi School, please ensure the following completed documents are provided (one form per child enrolled):

- Student Application form
- Acceptance of Terms of Enrollment form
- Release of Liability form
- Code of Conduct Agreement for parents, carers & visitors

Pelangi School also requires photocopies of the following:

- Most recent school report
- All evaluation reports (where applicable)

Students with Foreign Nationality

- Each parent's passport (photograph page only)
- Student's passport (photograph page only)
- Student's birth certificate

Students with Indonesian Nationality

- Each parent's ID card (KTP)
- Family card (KK)
- Student's Indonesian passport (photograph page only)
- Student's birth certificate

Each student will meet with the Director and/or Year Teacher prior to year placement being offered. When a place for your child is offered by the school and accepted by parent(s)/guardian(s), the payments due are:

- Annual Facilities & Resources fee
- Tuition fees
- Curriculum fee
- One time enrollment fee (for new students only)

Please note:

Student's placement may be on a provisional basis pending the receipt of all requested information and/or an English proficiency evaluation.

Pelangi School - Ubud

Yayasan Cahaya Pelangi

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2016-17 FEE INFORMATION AND PAYMENT SCHEDULE

TINY TOTS]		
(Half-day 8:30 – 12:00)			
(18 months-3 years)			
Item	Notes	Date Due	Amount Rp.
Quarter 1 Tuition	Quarterly	3-Jun-16	5.300.000
Quarter 2 Tuition	Quarterly	30-Sep-16	5.300.000
Quarter 3 Tuition	Quarterly	2-Dec-16	5.300.000
Quarter 4 Tuition	Quarterly	10-Mar-17	5.300.000
	Subtotal Annu	ual Tuition Fees:	21.200.000
Annual Facilities & Resources			
Fee:	Annual	3-Jun-16	3.500.000
Total Annual Tuition & Fees for Returning Students: 24.700.0			24.700.000
One Time Enrollment Fee for <u>NE</u>	<u>W</u> students:	3-Jun-16	6.000.000

TINY TOTS			
(Full-day)			
(18 months-3 years)			
Item	Notes	Date Due	Amount Rp.
Quarter 1 Tuition	Quarterly	3-Jun-16	8.000.000
Quarter 2 Tuition	Quarterly	30-Sep-16	8.000.000
Quarter 3 Tuition	Quarterly	2-Dec-16	8.000.000
Quarter 4 Tuition	Quarterly	10-Mar-17	8.000.000
	Subtotal Annu	ual Tuition Fees:	32.000.000
Annual Facilities & Resources			
Fee:	Annual	3-Jun-16	5.500.000
Total Annual Tuition & Fees for Returning Students: 37.500.000			
One Time Enrollment Fee for NE	W students:	3-Jun-16	6.000.000

PLAYGROUP (3 - 4 years)			
Item	Notes	Date Due	Amount Rp.
Quarter 1 Tuition	Quarterly	3-Jun-16	8.000.000
Quarter 2 Tuition	Quarterly	30-Sep-16	8.000.000
Quarter 3 Tuition	Quarterly	2-Dec-16	8.000.000
Quarter 4 Tuition	Quarterly	10-Mar-17	8.000.000
	Subtotal Ann	ual Tuition Fees:	32.000.000
Annual Facilities & Resources			
Fee:	Annual	3-Jun-16	5.500.000
Total Annual Tuition & Fees for Returning Students: 37.500.00			
One Time Enrollment Fee for NE	W students:	3-Jun-16	6.000.000



KINDERGARTEN & PREP / TKA & TKB (TKA 4-5 years / TKB 5-6 years)			
Item	Notes	Date Due	Amount Rp.
Quarter 1 Tuition	Quarterly	3-Jun-16	10.200.000
Quarter 2 Tuition	Quarterly	30-Sep-16	10.200.000
Quarter 3 Tuition	Quarterly	2-Dec-16	10.200.000
Quarter 4 Tuition	Quarterly	10-Mar-17	10.200.000
Subtotal Annual Tuition Fees:			40.800.000
Annual Facilities & Resources Fee:	Annual	3-Jun-16	7.500.000
Curriculum Fee	Annual	3-Jun-16	3.500.000
Total Annual Tuition &	urning Students:	51.800.000	
One Time Enrollment Fee for <u>NEW</u> students:		3-Jun-16	6.000.000

PRIMARY SCHOOL (SD) : CLASSES 1- 6 (6 – 12 years)			
Item	Notes	Date Due	Amount Rp.
Quarter 1 Tuition	Quarterly	3-Jun-16	11.800.000
Quarter 2 Tuition	Quarterly	30-Sep-16	11.800.000
Quarter 3 Tuition	Quarterly	2-Dec-16	11.800.000
Quarter 4 Tuition	Quarterly	10-Mar-17	11.800.000
	ual Tuition Fees:	47.200.000	
Annual Facilities & Resources Fee:	Annual	3-Jun-16	9.000.000
Curriculum Fee:	Annual	3-Jun-16	3.500.000
Total Annual Tuition &	& Fees for Ret	urning Students:	59.700.000
One Time Enrollment Fee for <u>NEW</u>	students:	3-Jun-16	6.000.000

Pelangi School - Ubud Yayasan Cahaya Pelangi Banjar Kumbuh, Mas, Ubud, Bali, Indonesia Tel: +62 821 4524 7146 / +62 361 4792 577. Email: office@pelangischoolbali.com www.pelangischoolbali.com



We believe that Pelangi School staff and children are entitled to a caring and safe environment in which to work; behaviour that will cause harm, upset or distress to the users of the premises is contrary to the aims and ethos of the school.

The purpose of this agreement is to show the expected code of conduct within Pelangi School so that we can work together and ensure a safe and positive environment for the children, staff, parents, carers and visitors.

Parents, guardians, carers and visitors are expected to show respect and concern for others by:

- supporting the ethos of the school by setting a good example in their own speech and behavior towards all members of the school community
- working together with the teachers and staff for the benefit of the children. This includes approaching the school to resolve any issues of concern and to discuss and clarify specific events in order to bring about a positive solution
- adhering to all school policies found within the handbook and website
- driving and parking with consideration and respect for others when dropping off and collecting children from school. Cars must be reversed into parking spaces & motorbikes parked in the dedicated area. The one-way system must be observed at all times
- refraining from smoking, consuming alcohol or being inebriated on school property.

In order to support our safe school environment, Pelangi School does not tolerate:

- disruptive behavior which interferes with the operation of a classroom, office or any other part of the school property
- using offensive language, a raised voice in anger or a display of temper
- approaching someone else's child to chastise them
- threatening behaviour or the use of physical aggression or punishment towards another adult or child
- damaging or destroying school property
- verbal (slanderous) or written (libellous) statements that cause, or are likely to cause, harm to the reputation of Pelangi School, staff or Yayasan/Advisory Board members.

The use of technology or social media websites is an unacceptable platform to resolve any situation that might arise and is not in the best interest of the children or the school community.

Any concerns will be dealt with fairly, appropriately and effectively, but must be made through the proper channels by speaking to the Class Teacher or Director, who can inform Advisory Board, if necessary.

Pelangi School therefore, does not tolerate any abusive, threatening, malicious, libelous or defamatory comments within emails, phone or social network messages.

In the event that any Pelangi School parent, guardian or carer does not uphold this Code of Conduct, the Director and the Advisory Board will be notified. The offending adult may be banned from entering school grounds or the offenders child(ren) excluded from Pelangi School to safeguard our school community.

We, the undersigned parents/guardians of:

Hereby agree to abide by the Pelangi School Code of Conduct Agreement. This agreement remains in effect for the entire duration of the period my / our child is enrolled at Pelangi School. When applicable, please have two parents sign.

Date and Place:

Signed,

(

Full name in capitals

) Guardian/Parent 1

Full name in capitals) Guardian/Parent 2

2016-17 Academic Calendar



July 2016									
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Summer Camp

School Breaks/Holidays

Staff Preparation/PD Day

Public Holidays&Cultura

Term Dates

Quarter 1: Quarter 2: Quarter 3: Quarter 4:

18th Au 24th O 10th Ja 10th A

17th - 21st October 2016 19th Dec 2016 - 9th Jan 2017 27th March - 7th April 2017 26th June - To Be Announced.

Public Holidays & Cultural/Observance Days - School Closed

17th Aug 2016 6th-8th Sept 2016 12th Sept 2016 17th Sept 2016 2nd Oct 2016 12th Dec 2016 25th Dec 2015 1st Jan 2017 21st Jan 2017 25th Jan 2017 28th Jan 2017

Independence Day Galungan Break Idul Adha Kuningan Islamic New Year Birth of Prophet Muhammed Christmas Day New Year's Day Saraswati Pagerwesi Chinese New Year

28th March 2017 4th-6th April 2017 14th April 2017 15th April 2017 24th April 2017 1st May 2017 11th May 2017 25th May 2017 25th June 2017 26th June 2017

Nyepi (Balinese New Year) Galungan Good Friday Kuningan Ascension of the Prophet Labour Day Waisak Day Ascension Day Hari Raya Puasa Idul Fitri

Please note: This calendar may be subject to changes

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