

CHILD'S NAME: _____

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 Drop-In
Application Form
Academic Year 2017-2018**

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 / Playgroup TK A / B SD

Please specify class (TT / PG / TKA / TKB / 1 / 2 / 3 / 4 / 5 / 6): _____ Start Date: _____

Intended length of enrolment : Full Year / Quarter 1 / Quarter 2 / Quarter 3 / Quarter 4

Child's Information

Complete Name of Child : _____

Nickname : _____

Place & Date of Birth : _____

Gender : _____

Nationality : _____

Parents or Guardians of Child

	<i>Father</i>	<i>Mother</i>
Name of Parents/Guardians	: _____	: _____

Nationality	: _____	: _____
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ID / Passport Number	: _____	: _____
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Permanent Address	: _____	: _____
-------------------	---------	---------

Current Local Address	: _____	: _____
-----------------------	---------	---------

Profession	: _____	: _____
------------	---------	---------

Telephone Number(s)	: _____	: _____
---------------------	---------	---------

Email	: _____	: _____
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In Residence With Child	: YES/NO	: YES/NO
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Any Restricted Access Information (where applicable) : _____

Child's Language

First Language : _____

Languages Spoken	: _____	Beginner	<input type="checkbox"/>	_____	Beginner	<input type="checkbox"/>
		Intermediate	<input type="checkbox"/>		Intermediate	<input type="checkbox"/>
		Fluent	<input type="checkbox"/>		Fluent	<input type="checkbox"/>

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

Name: Address:

Contact phone number(s):

Relationship to child:

Name: Address:

Contact phone number(s):

Relationship to child:

Name: Address:

Contact phone number(s):

Relationship to child:

List those persons who can be called in case of an emergency – contacts abroad

Name: Address:

Contact phone number(s):

Relationship to child:

Name: Address:

Contact phone number(s):

Relationship to child:

Information on Siblings

Name	Age	School
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

How did you hear about us:

CONFIDENTIAL
HEALTH 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 specific food:

Is your child currently taking any medication? YES / NO

(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 / NO

Does your child have any vision problems? YES / NO

Does your child have any allergies to insect bites or nuts? YES / NO

Does your child have any further medical issues not mentioned? YES / NO

(If you have answered YES to any of the above – please give details below)

CONFIDENTIAL HEALTH INFORMATION



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.)

	YES	NO		YES	NO
Tuberculosis	<input type="checkbox"/>	<input type="checkbox"/>	Typhoid	<input type="checkbox"/>	<input type="checkbox"/>
Asthma	<input type="checkbox"/>	<input type="checkbox"/>	HIV	<input type="checkbox"/>	<input type="checkbox"/>
Epilepsy	<input type="checkbox"/>	<input type="checkbox"/>			

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 copy 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 copy 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 copy of the report.*

Does your child have any limitations participating in physical activities? Yes No

If 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 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 information.

Is your child proficient when writing in English?

Yes No

If necessary, please include any further information.

Is your child proficient when reading in English?

Yes No

If necessary, please include any further information.

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.
5. 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.
6. In case of any loss, damage or inappropriate use/handling of school materials, including but not limited to library books, educational resources, electronic equipment, 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.

Date and Place:

Signed,

Note:
Please affix *materai* stamp here &
sign over the top

(

Full name in capitals
Parent /guardian 1

)

(

Full name in capitals
Parent /guardian 2

)

CODE OF CONDUCT FOR PARENTS, CARERS & VISITORS

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 (slandorous) 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,

Guardian/Parent 1/Carer/Visitor

Guardian/Parent 2

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 Drop-In Application 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)

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 registration and daily Drop-In fees are due in advance.

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

Banjar Kumbuh, Mas, Ubud, Bali, Indonesia

Tel: +62 821 4524 7146 / +62 361 4792 577

Email: office@pelangischoolbali.com www.pelangischoolbali.com

DROP-IN POLICIES



Pelangi Drop-In Policies have been created to benefit temporary visitors to Bali who are seeking a short-term solution for their children's education & care.

- Drop-In can be distracting for the regular students and an extra burden on the classroom teachers. For this reason, Drop In students are accepted subject to approval from teachers and the Pelangi School director.
- The minimum and maximum period for Drop In students at all class levels is one month or 20 school days.
- If a child attends Drop-In for one month and then decides to enrol full time at Pelangi School, the cost of the Drop-In can be applied towards the student's full tuition & fees for the year.
- Registration for Drop-In students must occur 48 hours before a child can start classes, unless otherwise agreed to by the Director.
- All Drop-In students are required to wear Pelangi uniform. T-shirts are available for purchase from the school office.
- Children must come to school prepared with snacks and lunch (snacks and lunch can also be ordered at Warung Bambu if paid for in advance). Due to allergies, NO PEANUTS are allowed at Pelangi School.
- Registration and Drop-In fees must be paid in advance. Children will not be permitted in school unless fees are settled prior to the beginning of the Drop-In period.
- There will be no refunds given for Drop-In tuition.

Drop-In Fees 2017-18

Class	20 days
Tiny Tots	5,600,000
Playgroup	7,200,000
TKA & TKB*	9,250,000
SD Grades 1 – 6*	10,700,000

Registration Fee for all new Drop-In students	200,000
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*** TKA – Class 6 compulsory 20 day min/max Drop-In periods**

Further Information

An invoice will be sent once application is approved.

Payments are to be made by cash to school office, bank transfer or direct deposit to account. Payment receipts must be given to the school office staff within two days of payment being made.

Start date will only be given once all necessary documents and signed forms are returned.

2017-18 Academic Calendar



August 2017						
Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

7th & 8th Staff Preparation Days
9th First Day Quarter 1
 17th Independence Day
 23rd Pagerwesi

September 2017						
Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

1st Idul Adha
 21st Islamic New Year
 22nd Quarter 2 fees due

October 2017						
Mo	Tu	We	Th	Fr	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

6th Last Day Quarter 1
16th First Day Quarter 2
 31st Galungan Break

November 2017						
Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

1st, 2nd Galungan Break continued
 30th Quarter 3 fees due

December 2017						
Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1st Birth of Prophet Muhammed
 14th Christmas Assembly
15th Last Day Quarter 2

January 2018						
Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

8th Staff PD Day
9th First Day Quarter 3

February 2018						
Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

16th Chinese New Year

March 2018						
Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1st Quarter 4 fees due
16th Last Day Quarter 3
 17th Nyepi
 30th Good Friday

April 2018						
Mo	Tu	We	Th	Fr	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

2nd First Day Quarter 4
 13th Ascension of the Prophet
 20th Earth Day Celebration
 27th Deposit to reserve class space for the 2018/19 academic year due

May 2018						
Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1st Labour Day
 10th Ascension Day
 (11th Full annual payment deadline receive 5% discount on tuition fees)
 25th Balance of fees due: Facilities, resources & quarter 1 tuition
 29th Waisak Day
 30th & 31st Galungan Break

June 2018						
Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

1st Pancasila Day
 13th End of Year Celebration
14th Last Day Quarter 4
 15th Idul Fitri

July 2018						
Mo	Tu	We	Th	Fr	Sa	Su
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

DATES TO BE CONFIRMED:
 2nd - 6th Summer Camp week 1
 9th - 13th Summer Camp week 2
 16th - 20th Summer Camp week 3
 23rd - 27th Summer Camp week 4

School Breaks/Holidays (School Closed)	Term Start/End (School Open)	Fee Payments Due
Staff Preparation/PD Days (School Closed)	School Events	Summer Camp
Public Holidays&Cultural/Observance Days(School Closed)		

Term Dates	School Holidays
Quarter 1: 9th August - 6th October 2017	Mid-semester Break 1: 9th - 13th October 2017
Quarter 2: 16th October - 15th December 2017	Christmas Break: 18th Dec 2017 - 8th Jan 2018
Quarter 3: 9th January - 16th March 2018	Mid-semester Break 2: 19th - 30th March 2018
Quarter 4: 2nd April - 14th June 2018	Summer Break: 15th June - To Be Announced.

Public Holidays & Cultural/Observance Days - School Closed		
17th Aug 2017	Independence Day	17th March 2018
23rd Aug 2017	Pagerwesi	30th March 2018
1st Sept 2017	Idul Adha	13th April 2018
21st Sept 2017	Islamic New Year	1st May 2018
31st Oct - 2nd Nov 2017	Galungan break	10th May 2017
1st Dec 2017	Birth of Prophet Muhammed	29th May 2018
25th Dec 2017	Christmas Day	30th - 31st May 2018
1st Jan 2018	New Year's Day	1st June 2018
16th Feb 2018	Chinese New Year	15th June 2018
		Nyepi (Balinese New Year)
		Good Friday
		Ascension of the Prophet
		Labour Day
		Ascension Day
		Waisak Day
		Galungan break
		Pancasila Day
		Idul Fitri

Please note: This calendar may be subject to changes

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