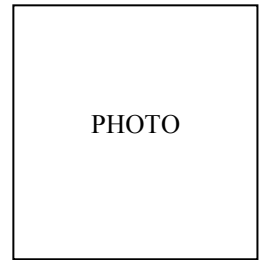




**REGISTRATION FORM**  
 (To be filled by Parent/Guardian of Child)



**CHILD DETAILS** *(as in passport)*

Master  Miss

\_\_\_\_\_ **FIRST NAME**                      \_\_\_\_\_ **MIDDLE NAME**                      \_\_\_\_\_ **LAST NAME**

Date of Birth \_\_\_\_\_ Nationality: \_\_\_\_\_  
 Passport Number \_\_\_\_\_ Date of Expiry: \_\_\_\_\_  
 Residence Visa# \_\_\_\_\_ Visa Expiry: \_\_\_\_\_

Seeking Admission For: 20\_\_\_\_\_ to 20\_\_\_\_\_

- Nursery  
8:30am -12:30pm
- Afternoon  
Session  
12:30pm- 5:00pm
- Full Shift  
8:30am - 5:00pm

- Early Start  
7:00am - 8:30am
- Late Evening  
5:00am - 6:00pm
- Customized Shift  
Timing: \_\_\_\_\_

Please submit an alternative emergency number to be used if parents are unreachable. This could be the mobile phone of your nanny, uncle, neighbor etc. This should **not** be parents' numbers.

Alternative contact number : \_\_\_\_\_

Languages spoken at home : \_\_\_\_\_

**PARENT DETAILS**

|               | FATHER | MOTHER |
|---------------|--------|--------|
| Last Name :   | _____  | _____  |
| First Name :  | _____  | _____  |
| Nationality : | _____  | _____  |

FATHER

MOTHER

|            |   |       |       |
|------------|---|-------|-------|
| P.O. Box   | : | _____ | _____ |
| City       | : | _____ | _____ |
| Res. Tel   | : | _____ | _____ |
| Office Tel | : | _____ | _____ |
| Office Fax | : | _____ | _____ |
| Mobile     | : | _____ | _____ |
| E-mail     | : | _____ | _____ |
| Occupation | : | _____ | _____ |
| Company    | : | _____ | _____ |

**OTHER CHILDREN IN THE FAMILY**

|       |      |     |       |      |     |       |
|-------|------|-----|-------|------|-----|-------|
| _____ | Name | Age | _____ | Name | Age | _____ |
| _____ | Name | Age | _____ | Name | Age | _____ |

**RESIDENCE LOCATION (in Dubai)**

|                      |       |                      |       |
|----------------------|-------|----------------------|-------|
| Compound / Apartment | _____ | Villa / Apartment No | _____ |
| Road Name            | _____ | Area                 | _____ |

**DECLARATIONS**

The undersigned certifies that the following are acceptable to Him/Her

1. Fees once paid are not refundable under any circumstances
2. The Decision of the Management will be Final.
3. Management reserves the right to implement changes to the fees and curriculum from time to time as the circumstances may require.
4. Management reserves the right to retain workbooks/Activity Books/Any Material used by the class.
5. Tappy Toes Nursery will not be held responsible for any illness, accidents or injury during field trips or on Tappy Toes Nursery premises. I hereby verify that I have read, understood and accept the above statements.
6. To keep the nursery and or any of its Supervisors, Teachers, Helping Staff or Officials or voluntary helpers or owners absolutely, fully and effectively indemnified against all action, claims, liabilities, damages, expenses, cost, charges, fees (including medical, judicial, and attorney's fees) whatsoever are suffered by the nursery as a consequence of any accidental injury or contraction of any virus/disease by the child.
7. To indemnify and keep indemnified the Nursery in respect of any loss or damage to the property belonging to or in custody of the Nursery caused by my child.
8. The undersigned certifies that each part of the application and the information inserted herein has been carefully read and is true and correct.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Day/ Month/ Year

Signature of Parent: \_\_\_\_\_

Name of Parent : \_\_\_\_\_

**For Office Use Only:**

|                         |                        |
|-------------------------|------------------------|
| Date Of Admission:_____ | Age at Admission:_____ |
| Form Processed by:_____ | Class:_____            |



### Fee - Rules and Regulations

1. Fees once paid are not refundable under any circumstances.
2. The deadline for fee payments is on the 5<sup>th</sup> of every month. A fine of AED 25/- per day from the 6<sup>th</sup> day of the month will be strictly applicable.
3. Management reserves the right to implement changes to the fees as the circumstances may require. Any changes to the fees will be communicated to the parents before the academic year.
4. No discounts will be given for monthly Fee payments.
5. In case the child is taking vacation, a minimum of 15days fees has to be paid for the month if the child has attended nursery for 15days or less (including zero attendance) during the month. If the child has attended nursery for more than 15days, then the full month's fee has to be paid. The fee for every month will be calculated based on attendance for each month separately.
6. Sick leaves are not considered vacation and the full month's fee must be paid.
7. Charges for On-Call special requests for extended Nursery Hours must be paid on the same day.

I hereby verify that I have read, understood and accept the above statements.

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Day/ Month/ Year

Signature of Parent: \_\_\_\_\_

Name of Parent : \_\_\_\_\_

