



RAINTREES REGISTRATION FORM

Important notes to help you complete this registration form

- i) Please print and complete this form. When options are provided please circle the relevant option that applies
- ii) Please return with the following information
 - a. Copies of NRIC / Employment pass for both parents
 - b. Copy of birth certificate for your child
 - c. Copy of relevant pass (NRIC, Dependants pass etc.)
 - d. 2 recent passport sized photos
 - e. Copy of the vaccination record for your child
 - f. A cheque for S\$750 for registration fees made payable to “Rain Trees Kindergarten Pte Ltd”
 - g. A copy of the last school report (if your child is 4+ years)
- iii) All information provided is treated as strictly private and confidential – except where your permission is given to share contact information with other parents

Section 1: Student’s Information

Surname	
First name / given name	
Preferred name	
Number of days	2 / 3 / 5 / Preferred days _____
Preferred start date	
Date of birth (dd/mm/yyyy)	
Gender	
Age	
Nationality	
Immigration status	Dependant’s Pass
(please circle)	Student Pass
	Long Term Visitor Pass
	Permanent Resident
	Singapore Citizen
Pass No	
(NRIC / Dependant / Student)	
Language spoken at home	Primary _____
	Other _____

Section 2: Emergency Contacts and Student Collection Authority

Person to contact in the event that parents’ cannot be reached.

Name	
Relationship	
Phone no	

Student collection authorisation. Please provide name, relationship to child and contact number of other people, in addition to the parents, who you have given permission to collect your children from the Rain Trees Kindergarten:

Section 3: Family Information

Information Requested	Mother	Father
Primary contact	Yes / No	Yes/No
Surname		
First name / given name		
Immigration status	Permanent Resident	Permanent Resident
(please circle)	Singapore Citizen	Singapore Citizen
	Employment Pass	Employment Pass
	Dependant Pass	Dependent Pass
	Long Term Visitor Pass	Long Term Visit Pass
Pass no (NRIC / EP / DP)		
Nationality		
Occupation		
Home address		
Home phone		
Mobile		
Office phone		
Email address		
Include email & mobile contact information in class list circulated to parents?	Yes / No	Yes / No

Please provide details of siblings

Name	Date of birth (dd/mm/yyyy)

Invoice information

Invoice made to	Parents / company
Company name	
Company address	
Company contact name	
Company contact phone	
Company contact email	

Section 4: Medical history

Medical information	Medical history
1. Please provide details of any medication your child is receiving	
2. Does your child have any allergies? Please detail	
3. Please provide detail of other medical care you child is receiving	
4. Are there any foods your child cannot eat?	Yes / No
5. Were there are serious complications with your pregnancy / birth	Yes / No
6. Has your child ever been assessed by a medical professional eg psychiatrist, SLT, OT, other...	Yes / No
7. Have they ever had or are they still having any therapy treatments? Please provide details	Yes / No
8. Have there ever been any concerns raised regarding your child achieving age appropriate developmental milestones?	Yes / No

Please provide any additional medical or other information that you feel is necessary for Rain Trees Kindergarten to know in order to be able to look after your child. If your child is aged 4+ years then please provide their previous school report. If you do not have one, then we will invite your child to school for an informal assessment prior to offering a place.

Section 5: Authorisations & Acknowledgments

Authorisations	
1.	Terms and conditions: I agree to the terms and conditions as outlined in the Rain Trees Kindergarten Parents' handbook. I understand that these regulations will be updated from time to time and I will be provided with a copy of such updates for information.
2.	School outings: I understand that Rain Trees Kindergarten may, from time to time, take my child out of its premises on excursions and field trips. I understand that I will be notified in advance and asked for written consent of such an outing. In the absence of that written consent then my child will remain at Rain Trees Kindergarten and will not go on the excursion.
3.	Medical emergencies: I hereby give permission to Rain Trees Kindergarten to have my child medically treated by a duly registered practitioner in the event that the Rain Trees Kindergarten deems it necessary for the child to receive such treatment. I understand that Rain Trees Kindergarten will make best efforts to contact the parents or emergency contact before such treatment but I understand there are circumstances when it is not possible for advance contact to be made or it may not be possible to make contact in a timely manner. I agree to reimburse any fees and charges incurred by Rain Trees Kindergarten in respect of any medical attention given to my child.
4.	Limited liability: Whilst I expect Rain Trees Kindergarten to exercise the utmost care in ensuring the safety and welfare of my child, I will not hold Rain Trees Kindergarten or its staff liable for any accident or injury suffered by my child while on Rain Trees Kindergarten premises or during an outing, and will not file claims against Rain Trees Kindergarten or any of its employees. I agree to indemnify Rain Trees Kindergarten, the staff of Rain Trees Kindergarten, other children and other people authorised to act on behalf of Rain Trees Kindergarten from any and all claims that I may have arising from accident or injury, or from any loss or damage to my child's personal belongings, however caused, whilst the child is participating in any of Rain Trees Kindergarten activities.
5.	Media consent: I give permission to the school to use photographs and video clips of my child in publicity materials, including both the Rain Trees Kindergarten and Rain Trees Kindergarten websites and parent newsletters.
6.	Personal property: Rain Trees Kindergarten cannot accept any responsibility for loss of, or damage to, personal items brought into Rain Trees Kindergarten.

I agree to the terms & conditions as detailed above and have received and read the Parents' handbook which contains the regulations of Rain Trees Kindergarten. Please register our child for Rain Trees Kindergarten. I understand that registration does not mean that my child is guaranteed a place as all applications are subject to approval by RainTrees Kindergarten, and there may be waiting lists for certain classes.

Name: _____

Date: _____

Version 6: 29.08.2016