

# Victoria's Chinese playgroup

Cellphone: (+65) 91284891

E-mail: [victoriakheng@gmail.com](mailto:victoriakheng@gmail.com)

Website: <http://VictoriaChinesePlay.blogspot.com>

## Instruction:

Please read and tick in the box ☐ before you sign each page.

\* Please cross where is not applicable.

My child is attending the following class:

- ☐ Monday 10.30am @ East Coast branch (41A Woo Mon Chew Rd)
- ☐ Tuesday 10.30am @ Buona Vista branch (Confucius Institute @ Buona Vista)
- ☐ Wednesday 4pm @ Buona Vista branch (Confucius Institute @ Buona Vista)
- ☐ Thursday 10.30am @ Newton branch (#03-04, 11 Gilstead Rd)
- ☐ Saturday 10am @ Newton branch (#03-04, 11 Gilstead Rd)
- ☐ Sunday 10am @ East Coast branch (41A Woo Mon Chew Rd)

For the following period of time:

Year 2014 Term 3: June 30 - Sep 28

☐ I agree to be liable for the one time non-refundable registration fee of \$50, class fee of \$250 per term for 10 weekly classes and refundable deposit of \$100. I can join any class with available slot at any time of the term with prorated class fee. Payment is by cash before or at my first class commencement or a crossed check payable to DENG WEI to be sent to 41A Woo Mon Chew Rd at least ONE week before my first class commence. My child's spot is not guaranteed until Victoria receives my payment.

☐ I understand that there will be no class on public holidays or in the event of extreme weather condition. If I have any doubt, I know I can call/SMS 91284891 or email [victoriakheng@gmail.com](mailto:victoriakheng@gmail.com) to find out more. I understand that classes will be arranged at the end of the term to make up.

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- ☐ I understand that each term includes 10 class weeks and 3 term break weeks. These term break weeks are reserved to buffer for classes that Victoria has to reschedule due to public holidays or other reasons.
- ☐ In the case that my child or I am sick, I agree to call/SMS Victoria at the soonest. Should I decide not to come for the class for other reasons, I will inform Victoria at least 24 hours before the start of class. If I have travel plan that affects the attendance, I will write an email to inform Victoria to arrange a make-up class.
- ☐ I agree that make-up classes are available twice during the term at any branch during any available time slot. To avoid disappointment at the classroom doorstep, I will email Victoria to find out the availability before I bring my child to show up at the make-up class I intend to go to.
- ☐ I understand Victoria has to be strict in regards to denying entry to sick persons, as there are other children present in class. I agree that Victoria reserves the right to refuse to let my child and me into the classroom at any time without compensation if my child is sick, although all effort will be made to arrange a make-up class.
- ☐ I agree that Victoria reserves the right to cancel, reschedule and combine classes. I understand the minimum is 2 students to start a class.
- ☐ I understand that Victoria and her associates may take photo or video during the classes and agree that Victoria will only publish all attendees' photos and videos for the purpose of communication, education and marketing.
- ☐ I understand that I can request to have a copy of my child's photos and/or videos at Victoria's convenience.
- ☐ I agree not to publish any photo, video or audio recording taken in the class in any form. I understand this is because every class is specially designed and is Victoria's intellectual property.
- ☐ I agree to be contacted for information of current classes and future programmes by the cellphone number, e-mail and address that I provide in this registration form.
- ☐ I understand that Victoria will not provide any information of my child and me to any third party except the government bodies when she is requested/ordered to.
- ☐ I agree that Victoria and her associates will not be liable or responsible for any accident or personal injury sustained or suffered by my child, or for any damage to property however caused while my child is participating in any activity related to Victoria's Chinese Playgroup programme.
- ☐ I agree that I or the adult that I authorise to accompany my child to the class will be liable or responsible for my child's safety before, during and after the class. I agree that I will be liable or responsible for any damage done to the facility and the property where the class is hold.

Parent's Signature:\_\_\_\_\_ Date:\_\_\_\_\_

☐ I will bring my child to the class and will leave the class with my child in any circumstance.

AND/OR\*

☐ I hereby authorize \_\_\_\_\_ (full name on IC) with the NRIC/employment pass\* number \_\_\_\_\_ to bring my child to the class and leave the class with my child in any circumstance. Here I attach a copy of the NRIC/employment pass\*.

☐ I agree to dress and behave appropriately so that I don't cause discomfort to the other children, the fellow parents and Victoria. I agree that Victoria reserves the right to remove me and my child from the class at any time without compensation.

☐ I agree to email a signed copy of this contract to [victoriakheng@gmail.com](mailto:victoriakheng@gmail.com) or mail it to 41A Woo Mon Chew Rd before my first class commence.

Parent's Full Name: \_\_\_\_\_

Parent's Cellphone: \_\_\_\_\_

Parent's E-mail: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Child's Full Name: \_\_\_\_\_

Child's Birthday (dd/mm/yyyy): \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

Date : \_\_\_\_\_