



**BRITANNICA INTERNATIONAL SCHOOL, SHANGHAI
SATURDAY MORNING SCHOOL**

**REGISTRATION FORM – KEY STAGE 1
SUMMER TERM 2018**

STUDENT INFORMATION

Student's last name:		First:	Middle:
Birth date: day_____/month_____/year_____		Age:	Sex: <input type="checkbox"/> M <input type="checkbox"/> F
Home address:			Mobile phone no.: (+86)
City:	Postcode:		
How you learned about the Saturday School:	<input type="checkbox"/> Newsletter <input type="checkbox"/> WeChat <input type="checkbox"/> Internet <input type="checkbox"/> Friend <input type="checkbox"/> Advertisement <input type="checkbox"/> Other:_____		Home phone no.: (021)
Allergies or other health concerns:			
Other siblings in Britannica or in its Saturday school:			
My expectations for joining Saturday school:			

PARENTS / GUARDIAN INFORMATION:

Last name:		First name:	
Email address:		Mobile phone number:	
Relationship to student:			
Last name:		First name:	
Email address:		Mobile phone number:	
Relationship to student:			
IN CASE OF EMERGENCY (other than a parent)	Name:		Relationship to a student::
	Phone number:		

My child has a medical insurance: Yes No

ACTIVITY REGISTRATION:

English and Play Session

English and Multi sports 9:00 am-11.00am –
14 weeks
3,500 RIMB

The above information is true. By signing this form I confirm permitting my minor child to participate in Britannica Saturday School and release Britannica school and its employees, officers and other participants from liability according to the liability waiver. I confirm reading and understanding Britannica Saturday school policies and agree to follow them.

Parent signature:_____ Date: _____

BRITANNICA SATURDAY SCHOOL POLICIES:

Discount policy:	Discounts on activity fees are offered for participants who enroll for more than one session per week in Britannica Saturday Morning School as follows: <ul style="list-style-type: none"> - 1 session per week – full price - 2 sessions per week – 10% discount on activity fees - 3 sessions per week – 15% discount on activity fees Sibling discounts of 10% for all Primary and EYFS students
Registration policy:	Registrations are accepted only by filling out and signing the registration form. Spots are filled first-come-first-serve basis. Payments must be made in cash at Britannica International School. Registrations in the middle of the course are accepted subject to availability and teacher’s discretion. Should participant join an activity in the middle of the course, they must pay a pro-rated fee that covers the entirety of the remaining classes of the course.
Refund policy:	In case of cancelling the registration 7 days before the course start, 100% of course fees are refunded. In case of cancelling the registration 1-6 days before the course start, 80% of course fees are refunded. In case of cancelling the registration in the middle of the course, class fee are refunded on pro-rata basis, deducting a registration fee RMB 100.
Weather policy:	Classes will take place regardless of the weather. In case of rain or poor air quality, the outdoor activities are moved indoors and in that case Britannica reserves the right to make adjustments to activities as needed. In case of extreme weather conditions that cause safety issue or hazardous air quality, classes are cancelled. In such cases, participants are informed by SMS and emails 1,5 hours before the classes start. Britannica will take best efforts to provide make-up classes but it is not guaranteed. Britannica will not offer refunds for cancellations in such situations which are considered force majeure.
Liability waiver:	As a parent or guardian, I understand and agree that Britannica International School, its employees, officers, directors, volunteers and parties providing services to the school will not be liable to the claims, demands, any personal injury, damages or theft to or of my child’s property or otherwise, whatsoever or howsoever arising, weather through negligence or otherwise, resulting from, or occurring in connection with, activities organised by Britannica International School.
Photo Release:	I allow my child’s photos to be edited, copied, published and distributed in Britannica International School’s marketing including (but not limiting to) school’s website, local press and media an in school’s social media channels. I waive right to inspect or approve the finish product, including written or electronic copy, wherein the participant appears.
Medical Authorisation:	As a parent or guardian, I hereby authorize the teachers and staff of Britannica International School to seek medical treatment for my child in case of injury that requires medical attention. If further attention beyond the capabilities of our teachers and staff is required, I understand that Britannica International School will use the medical facility and means of transportation of its discretion.
Code of behavior:	
Participants:	
<ul style="list-style-type: none"> - Follow school rules and play sport by the rules. - Control your temper. Verbal abuse of teachers, staff or your peers, deliberately distracting or provoking an opponent are not acceptable or permitted. - Be a good sport. Applaud all achievements weather your own team or opposition’s and co-operate with your teachers and peers. - Respect the rights, dignity and worth of all participants regardless their nationality, gender, ability, cultural background or religion. 	
Parents:	
<ul style="list-style-type: none"> - Respect and follow the school rules and protect the venue. - Remain in the waiting areas designated to parents during the activities; breaking this rule may cause your child to be expelled from the activities. - Show appreciation to teachers and staff. - Respect the rights, dignity and worth of every young person and other parents regardless their nationality, gender, ability, cultural background or religion. - Take responsibility of your child’s behavior. 	