



ENROLLMENT FORMS

*PLEASE FILL OUT THE FOLLOWING FORMS AND
RETURN THEM TO
INICIOS 1.2.3.
LANGUAGE LEARNING CENTER*



REGISTRATION FORM 2024-2025

PLEASE FILL OUT ONE REGISTRATION FORM PER CHILD

Spanish Immersion and Bilingual Preschool

Please mark with an "X" your choice:

OPTION #1**5 days/wk. (M-F)****One-time enrollment Fee: \$375** 9:30AM-3PM \$750/month**OPTION #2****3 days/wk. (M,W,F)****One-time enrollment Fee: \$325** 9:30AM-3PM \$500/month**OPTION #3****2 days/wk. (T, TH)****One-time enrollment Fee: \$275** 9:30AM-3PM \$380/month

Today's Date: _____ Student's Name: _____

Preferred Name: _____ Gender: _____ Age: _____

Birthday: _____ Allergies: _____

Special Needs: _____ Health Concerns: _____

Siblings' names and ages: _____

Primary Address: _____ Home Phone: _____

Parent/Guardian Name: _____ Day Phone: _____ E-mail: _____

Parent/Guardian Name: _____ Day Phone: _____ E-mail: _____

Emergency Contact: _____ Phone: _____ Relationship: _____

(Authorized to pick up student)

Emergency Contact: _____ Phone: _____ Relationship: _____

(Authorized to pick up student)

People allowed to pick up the student (IF different from Parent and Emergency Contact)

Name: _____ Phone: _____ Relationship: _____



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Spanish Immersion and Bilingual Preschool

****Uniform packet includes:** 2 short sleeve shirts, 2 long sleeve shirts, 1 sweatshirt, and 1 art apron. Total cost to be paid at time of enrollment: \$180

Please select size:

XS(4-5)____ S(6-7)____

****Please provide the information that you would like for us to include in our “class directory”**
Please note that the provided information will be shared with all the families in the program:

Your name: _____ Your child’s (student) name: _____

Phone number: _____ E-mail address: _____

Address: _____

I would rather opt out from the class directory. Please do not share my information: _____

****Please circle your selection:**

My child CAN , CAN NOT have treats (e.g. cupcakes, cookies, juice, etc.) from birthday parties, and/or celebrations at school.

Please keep in mind that this selection will remain throughout the entire school year. If you would like to change your selection, please ask for a new “enrollment page”

We will send reminders for upcoming events and important information on regular basis. How do you prefer to be contacted? Please check all that apply:

E-mail _____

Cell # to receive Text Messages through the “Remind” app _____

Phone # to receive a Call _____

Preferred language(s) to receive school’s notifications/messages:

English , Spanish , Other: _____

Please let us know how you heard about our program:

Flyer Website Facebook Friend/Name: _____ Other _____

INTERNET, TV AND ELECTRONIC USER AGREEMENT AND PARENT PERMISSION FORM

As the parent or legal guardian of (child's name)
: _____, I grant permission for my child to access
networked computer service such as I-Pads, internet and TV educational material in
Spanish.

Parent Signature _____ Date _____

Home Address _____ Phone _____

PHOTO, VIDEO & WEBSITE RELEASE

Please Print

Child's Name: _____

Home Address: _____

Home phone Number: _____ other: _____

Parent/Guardian: _____

I, _____, parent or guardian of
_____, do hereby give and grant to **"Inicios 1.2.3"**
Language Learning Center permission to use my child's name, photograph and /or
videotaped image in publications, and/or **"Inicios 1.2.3" Language Learning Center**
internet Website and/or social media. I do further certify that I am of full legal
capacity to execute the foregoing authorization and release.

Signature of Parent or Guardian: _____ Date: _____

Witness: _____ Date: _____

Liability Waiver Form

I/we _____, parent(s) or legal guardian(s) of _____, in consideration for my/our child's/children's participation in "INICIOS 1.2.3 language learning center", program at 120 Durwood Rd, Knoxville Tennessee 37922 release from any claim which I/we now and/or in the future could or might assert against "INICIOS 1.2.3 language learning center", Karina Estrada, Nelly Garcia (collectively "INICIOS 1.2.3 language learning center") McClure Realty, (lessor of the building) and its Executive Director, officers, Board of Directors, employees, volunteers, agents, contractors, or any other person(s) authorized to act on behalf of McClure Realty (collectively "McClure Realty") and/or "INICIOS 1.2.3 language learning center" for any injury, harm, or economic loss I/we have or in the future may have, including but not limited to claims brought asserting liability or fault based in whole or in part on the negligence or fault of "INICIOS 1.2.3 language learning center" and/or McClure Realty. Claims based on intentional acts or gross negligence of "INICIOS 1.2.3 language learning center" and/or McClure Realty are not waived and are expressly reserved. I/we agree to defend, indemnify, and hold harmless "INICIOS 1.2.3 language learning center" and/or McClure Realty from and against any and all claims or suits which are or may be brought against the aforementioned.

On behalf of my child/children, I/we agree that in consideration of the services my child/children receive, my child/children will not assert any claim or enforce any judgment against "INICIOS 1.2.3 language learning center" and/or McClure Realty in excess of the "INICIOS 1.2.3 language learning center's" insurance policy except for claims or judgments based on intentional or grossly negligent acts which are expressly reserved. (1/2)...

Liability Waiver Form

Cont...

I/we on behalf of myself/ourselves and my/our child/children acknowledge that “INICIOS 1.2.3 language learning center” provides for the care or supervision of my/our child/children and that this release should be construed to provide “INICIOS 1.2.3 language learning center” and/or McClure Realty the maximum protection against liability permitted under Tennessee. (2/2)

This ____ day of _____ 20____

Student's Name: _____

Parent or Tutor's Name: _____

Parent or Tutor's Signature: _____

Sunscreen and Bug Repellent Permission Form

Dear Parents/Guardians,

We want to ensure the well-being and comfort of your child during outdoor activities at inicios1.2.3 Language Learning Center. As part of our sun and insect protection measures, we kindly request your permission to apply sunscreen lotion and bug repellent on your child.

Products Provided by Parents:

Please note that the sunscreen lotion and bug repellent that will be used on your child are the ones that you will be providing us with. Please label them with your child's name and give them to our preschool staff.

Child's Full Name: _____

Sunscreen Lotion:

We will use sunscreen lotion to protect your child from the harmful effects of the sun during outdoor activities. If you agree to allow us to apply sunscreen to your child, please check the box below:

I give permission for sunscreen lotion to be applied to my child.

Bug Repellent:

To prevent insect bites, we may use bug repellent on your child during outdoor playtime. If you agree to allow us to apply bug repellent to your child, please check the box below:

I give permission for bug repellent to be applied to my child.

Opt-Out Option:

If you do not wish for sunscreen lotion and/or bug repellent to be applied to your child, please check the appropriate box(es) below:

I do not give permission for sunscreen lotion to be applied to my child.

I do not give permission for bug repellent to be applied to my child.

Parent/Guardian Name (Printed): _____

Signature: _____ **Date:** _____

Thank you for your cooperation in ensuring the safety and well-being of all children at inicios1.2.3LLC.

If you have any questions or concerns, please feel free to contact us.

Student's Name: _____

Read each item and think about your child's present behavior. Please place a check in the column that best fits your child's behavior. THERE ARE NO RIGHT OR WRONG ANSWERS.

Completed by: _____

Date: _____

	Please check how often?		
	Never	Sometimes	Very Often
Follows directions			
Participates in organized group activities			
Ask permission before using other's property			
Responds appropriately when hit or pushed by other children			
Controls temper in conflict situations with parent or teacher			
Controls temper when conflict arises with other children			
Follows rules when playing with others			
Shows interest in a variety of activities			
Engages with peers easily			
Puts away toys when asked			
Waits turn in games or other activities			
Joins groups activities without being asked			
Communicates problems to you			
Speaks in an appropriate tone of voice			
Speech is easily understood by others			
Eats with a spoon and fork			
Is fully toilet trained			
Washes hands			
Easily adapts to new situations			
Easily accepts separation from caregiver or parents			

Has your child previously attended a school program? If so, please indicate which one(s).

Has your child been exposed to the Spanish language? If yes, how?

Does any member of your family speak Spanish?

Please give other general information we should know about your child.

Receipt and Acknowledgement of the 2024-2025 handbook

After reading the Parent and Student Handbook, please sign and return this form to “inicios1.2.3 language learning center” acknowledging such. Please note that “inicios1.2.3 language learning center” reserves the right to change policies and procedures as outlined in the handbook. Notifications of changes will be provided if and when any changes are made.

Failure to sign and return this form does not excuse the parent/guardian responsibilities contained herein.

I have read the “inicios1.2.3 language learning center” handbook and understand the contents of the same. I also understand that I will be governed by said policies and procedures.

Student's Name: _____

Parent or Tutor's Name: _____

Parent or Tutor's Signature: _____

Date: _____

www.inicios123.com

e-mail: spanishforall@inicios123.com

865-382-3142 OR 502-409-1800

INICIOS 1.2.3 Language Learning Center continue to follow our existing stringent health and safety protocols, including:

- ✓ Requiring any children or staff with respiratory illness symptoms or fever to return home and stay home until fever free for at least 24 hours.
- ✓ Frequent disinfecting and sanitizing of high-touch toys and surfaces.
- ✓ Frequent handwashing by children and staff, which is embedded in our curriculum and daily staff protocols.
- ✓ Training teachers on common signs of illness in children, and placing signage in the classroom to keep signs of illness top of mind.
- ✓ Maintaining an up-to-date and customized Safe School Plan posted in the classroom for easy access.
- ✓ Inicios 1.2.3 Language Learning Center have implemented enhanced procedures to limit the spread of Covid-19 and/or other sickness and is frequently communicating with families and staff to convey the enhanced measures in place within their Spanish Program.

Health and Safety protocols include:

- ✓ Limiting the people who enter the building to current team members and *Preschool* students ONLY.
- ✓ Touchless check-in
- ✓ External drop-off and pick-up of children. A member from our staff will meet you at the door. When you come to pick up later in the day, please remain outside, let the front desk know who you are picking up and one staff member will bring your child to you, please have your ID ready when doing so.
- ✓ Increased frequency of hand washing.
- ✓ Increased sanitation of frequently touched surfaces and toys
- ✓ Limiting use of materials and toys equipment to one child at a time and disinfecting before and after each use.
- ✓ Students will not share water, food or educational material, each student will have his/her own material.
- ✓ Each student will have an individual mat to sit on, the mat will be washed and disinfected every day.
- ✓ Inicios1.2.3 Covid-19 Acknowledgement and Waiver of Risk and Liability needs to be signed.
- ✓ Please note that we currently live in constant change and although we cannot control everything, our commitment is to keep you informed of any changes as soon as possible.

Inicios 1.2.3 Language Learning Center COVID-19 Acknowledgement and Waiver of Risk and Liability

In light of the ongoing COVID-19 pandemic, Inicios 1.2.3 Language Learning Center is committed to adhering to all regulations, recommendations, and guidelines put forth by the Centers For Disease Control (CDC) the State of Tennessee & the Knox County Health Department. With careful consideration of “return to IN-PERSON lessons” policies is providing this document to ensure that all parents acknowledge and accept the risks.

At this time, Inicios 1.2.3 Language Learning Center encourages all students and parents to follow basic health guidelines, including—but not limited to—the following: washing hands and using hand sanitizer regularly; minimizing touching of the face with the hands; maintenance of six-feet of “social distancing” whenever possible; limiting close-contact interaction with others before and after our Bilingual Preschool activities.

Inicios 1.2.3 Language Learning Center mandates that any student who shows a temperature of 100 degrees Fahrenheit or higher -- and any student who shows any other signs of illness, including, but not limited to, runny nose, prolonged coughing, or chills -- must be withheld from our Program activities until symptoms subside. Furthermore, any student who tests positive for COVID-19 must be withheld from our Bilingual Preschool activities until they are cleared to partake by a medical professional, as evidenced through written documentation of clearance provided by said medical professional.

Overall, Inicios 1.2.3 Language Learning Center asks all parents to acknowledge that during our Preschool Program, it is impossible for any of us to entirely eliminate the risk that a student, parent or other family member could have contact with individuals who have been exposed to -- and/or diagnosed with -- one or more communicable diseases, including COVID-19. Moreover, it is impossible for any of us to eliminate the risk that, during our Program a student, parent or other family member could become infected through contact with, or close proximity to, an individual with a communicable disease, including COVID-19. By signing this document, you acknowledge an awareness and understanding of these risks -- risks that could include prolonged hospitalization, permanent disability, or death from COVID-19 and its correlated complications.

Ultimately, in regard to our Bilingual Preschool Program-controlled activities, students and parents agree to assume all risks, both known and unknown, stemming from COVID-19 and any other related or unrelated communicable illness. By signing below, you acknowledge that there is a risk that a student, parent or other family member attending any Spanish Program may be exposed to COVID-19, become ill from COVID-19, or transmit COVID-19 to others as an asymptomatic or symptomatic carrier.

(Page 1 of 2), please initial here after reading:

In addition to acknowledging and assuming these aforementioned risks, you hereby release, waive, and discharge Inicios1.2.3 Language Learning Center (operating under the legal name of Inicios1.2.3 Language Learning Center LLC) – as well as its employees, teachers, and volunteers -- from any and all liability related to COVID-19 or correlated communicable illnesses. With this in mind, we ask that you please read and initial after each of the following three paragraphs and sign at the bottom of this page.

Recognizing the possibility of injury or illness, and in consideration thereof, I consent to my child or ward participating in the Spanish programs, conducted by Inicios 1.2.3 Language Learning Center. Furthermore, I hereby release, discharge, and otherwise indemnify Inicios 1.2.3 Language Learning Center, its directors, teachers and their employees, -- including but not limited to, all parents, students, administrators, associated personnel, volunteers and the owners of facilities utilized for Inicios 1.2.3 Language Learning Center. -- from any COVID-19 related legal claim on behalf of my child or ward; this applies to participation in any Spanish Program. Initial here:

I also agree to indemnify and hold Inicios 1.2.3 Language Learning Center harmless from any and all COVID-19 related claims, actions, suits, procedures, costs, expenses, damages and liabilities, including attorney's fees, brought as a result of involvement in to, any Spanish Program Activity. The undersigned further expressly agrees that the foregoing waiver and assumption of risk agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Tennessee and that if any portion thereof is held invalid, it is agreed that the remainder shall continue in full legal effect. Initial here:

I have read this waiver of liability, assumption of risk and indemnity agreement, fully understand its terms, and understand that I am giving up substantial rights, including my right to sue Inicios1.2.3 Language Learning Center, its directors, teachers and their employees as a result of any COVID-19 consequences. I acknowledge that I am signing the agreement freely and voluntarily, and intend my signature to be a complete and unconditional release of all liability for the inicios1.2.3 Language Learning Center related to COVID-19. I have read the previous paragraphs and I understand and appreciate risks that are inherent in the Spanish Program activities in the midst of the COVID-19 pandemic. I hereby assert that my child's participation is voluntary and that I knowingly assume all such risks. Initial here:

Incios 1.2.3 Language Learning Center Directors are happy to discuss the terms of this document with any parent. Any student who chooses to refrain from participating in Spanish Program activities due to the COVID-19 pandemic will NOT be penalized in any way.

Name of student: D.O.B.:

Printed Name of Parent or Guardian:

Signature of Parent or Guardian: Date:

(Page 2 of 2)

Wondering if something is missing?
No worries, this checklist is for you!

KEEP IT FOR YOUR RECORDS 😊

PAYMENT CHECKLIST:

- One-Time Enrollment Fee (Please refer to your selection on the first page)
- Uniform Fee \$180
- Both payments need to be submitted in order to save your children's spot in our program.
***Please confirm availability with us BEFORE submitting the payment.*
- August tuition should be paid during the first 3 calendar days of the month.

****Monthly tuition payments are expected within the first 3 calendar days of each month. A \$30 late fee per week will be charged starting on the 4th day of the month until payment is received.****

Enrollment paperwork checklist:

- Enrollment Forms
 - Personal Information
 - Electronic, TV Agreement
 - Photo, Video release form
 - Liability Waiver
 - Sunscreen and bug repellent permission forms
 - Handbook Receipt
- Behavioral Checklist
- Covid-19 Waiver
- Uniform Request
- Birth Certificate
- Updated Shot Record
- Physical Exam
- Proof of Residency

First Day of school checklist

- Family Picture
- Wipes
- Labeled Extra clothes / Pull-Ups
- Extra tennis shoes for playground use
- Labeled sunscreen lotion
- Labeled bug repellent
- Lunch / Snack / Water – Juice
- Labeled Lunchbox
- Labeled Backpack
- Uniform

Personal Notes:
