

Hello Parent,

Beyond Basic Learning Academy is located in the Brewyertown section of Philadelphia as well as the West Oak lane Section of Philadelphia. We serve 30 students each week with high-quality early care and learning opportunities while parents are at work.

We would love for you to visit our program and are hoping we can work to get something on your schedule. We provide an array of services for our students including but not limited to a creative curriculum, before and after school care, infant care, preschool, modeling classes, dance classes, sewing classes, makeup classes and much more!

We also offer a free learning assessment, private tutoring by a master's level math and science major.

At our program, you will see what high-quality child care really looks like, and what it takes to serve children and families.

Child care helps children, families and communities prosper. Children enrolled at our facility learn and develop skills they need to succeed in school and in life. We help families get ahead by giving parents the support and peace of mind they need to be productive at work. We also care to help our nation stay competitive, with a stronger workforce now and in the future.

We look forward to the opportunity of hosting you at our program. Please contact me at 267.971.6982 to schedule this visit.

Sincerely,

April Powell
Beyond Basic Learning Academy LLC
1916 W. Spencer Avenue
Philadelphia. PA 19141
267.971.6982
www.btblearningacademy.org
info@btblearningacademy.org

April Powell
Beyond Basic Learning Academy LLC
2443 Ridge Avenue
Philadelphia. PA 19121
267.971.6982
www.btblearningacademy.org
info@btblearningacademy.org



Enrollment Checklist



Materials to give to parents (*need to be filled in, signed, and returned to provider before child starts)

*- Email Address
*- Agreement Form (periodic review/updated every 6 months)
*- Emergency Contact Form (periodic review/updated every 6 months)
Initial Child Health Report (must be provided prior to first day)
Medication Log (must have prescription prior to first day)
Child and Adult Food Program Form (must have completed)
*- Handbook (signature page must be signed and dated)
*- Birth Certificate (Must have custody agreement on file if exist)
*- Photography and Travel Permission Slip
*- Copy of Parents Driver's License or Photo Identification Card
*- Getting to Know Your Child
* Ages and Stages, IEP, and Invitation to Conference
* Parents Identification Cared
**First week's tuition payment/enrollment fee from parent.

Enrollment fee for each child is \$25 per child. This enrollment fee is not waived. This fee is utilized towards setup fees for your child, technology, and welcome gift for your child. This fee is non-refundable. Please ensure email address is provided and Bright Wheel app is downloaded. Any questions please speak with April.

Agreement Form

The agreed tuition rate is due every Monday for CCIS/ELRC parents.

The agreed copayment rate is due every Friday.

Contracted hours cannot exceed 9 hours.

USDA meals only last are for 3 meals. This includes 8am breakfast, 12 noon lunch, and 3 pm snack. We request donations for 10am morning snack for children.

Tuition rates do not include any additional services.

Emergency Contact Form

All lines must be completed on the mother and father/legal guardian portion.

Emergency Contact are just for phone call purposes.

Person to whom child may released must have phone number, address, and phone number or they can not go on the list and child can not be released to them.

Name of child physician must be completed including a copy of the insurance card.

If the child has allergies, it must be confirmed by doctor as well as any medications. Any additional information needed must be disclosed on the Emergency Contact Form

Completed Correctly Entirely Before Start Please Be Advised These Forms Must Be Date of the Children



03891A

Beyond Basic Learning Academy



EMERGENCY CONTACT / PARENTAL CONSENT FORM 5 PA CODE CHAPTERS 3270.124(a)(b), 3270.181 & 182; 3280.124 (a)(b), 3280.181 & 182; 3290.124 (a)(b), 3290.181 & 182 CHILD'S NAME BIRTHDATE ADDRESS MOTHER'S NAME/LEGAL GUARDIAN HOME TELEPHONE NUMBER **ADDRESS BUSINESS NAME BUSINESS TELEPHONE NUMBER ADDRESS** FATHER'S NAME/LEGAL GUARDIAN HOME TELEPHONE NUMBER **ADDRESS BUSINESS NAME** BUSINESS TELEPHONE NUMBER ADDRESS **EMERGENCY CONTACT PERSON(S)** NAME TELEPHONE NUMBER WHEN CHILD IS IN CARE PERSON(S) TO WHOM CHILD MAY BE RELEASED NAME ADDRESS TELEPHONE NUMBER WHEN CHILD IS IN CARE NAME OF CHILD'S PHYSICIAN/MEDICAL CARE PROVIDER TELEPHONE NUMBER ADDRESS SPECIAL DISABILITIES (IF ANY) ALLERGIES (INCLUDING MEDICATION REACTION) MEDICAL or DIETARY INFORMATION NECESSARY IN AN EMERGENCY SITUATION MEDICATION, SPECIAL CONDITIONS ADDITIONAL INFORMATION ON SPECIAL NEEDS OF CHILD HEALTH INSURANCE COVERAGE FOR CHILD OF MEDICAL ASSISTANCE BENEFITS POLICY NUMBER (REQUIRED) PARENT'S SIGNATURE IS REQUIRED FOR EACH ITEM BELOW TO INDICATE PARENTAL CONSENT **OBTAINING EMERGENCY MEDICAL CARE ADMIN. OF MINOR FIRST - AID PROCEDURES** WALKS AND TRIPS SWIMMING TRANSPORTATION BY THE FACILITY WADING PERIODIC REVIEW

SIGNATURE OF PARENT OF GUARDIAN	 		100
TAREAT OF GOARDIAN		DATE	

ORIGINAL

CY 867 - 1/93



Beyond Basics Learning Academy

AGREEMENT



55 PA CODE CHAPTERS 3270.123 &.181(C); 3280.123 &.181(c); 3290.123 &.181(c)

NAME OF CHILD		
FEE AMOUNT	PER-DAY-WEEK	DAY PAYMENT TO BE MADE
	Week	Monday we accept Cash App and Major Credit Cards NO CASH
de viene to be blosided as	part or the day care fee (e)	kamples; transportation, care, meals, etc.)
Services to be provided include childs	are for the hours displayed below not	to exceed 9 hours along with learning assessment
Child will receive breakfast am snack		
		e paid before service week. No Exceptions
Parent will provide copy of the IEP, Se		
Parent will have a completed health as	sessment form, emergency contact fo	orm, and agreement form prior to starting
Child care facility will provide curricul	um to each student who is a full time	student
CHILD'S ARRIVAL TIME	CHILD'S DEPARTURE TIME	PERSON(S) DESIGNATED BY PARENT TO WHOM CHILD MAY BE RELEASED
LATE FEE	PER MIN-HR	_
\$ 2.00	minute	
Extra services to be provide		
Door to Door Transportation addi	tional \$50.00 per week> Waiting F	ee of \$2.00 per minute with van service after 2 minute wait
Summer Camp is additional \$50.00		
Late payment of copay, tuition, or	transportation is \$25.00 no except	tions. Changing your tuition days is \$25.00 each payment
3280.121, 329	ete written program info	ormation at the time of enrollment. (§ 3270.121,
	0.121/	
agree to update	the emergency contact	/parental consent form information whenever minumum. (§ 3270.124, 3280.124, 3290.124)
changes occur	or every 6 months at a	minumum. (§ 3270.124, 3280.124, 3290.124)
SIGNATURE-OF	PERATOR	
	PERATOR DATE	SIGNATURE-PARENT OR GUARDIAN DATE
DATE OF CHILD'S ADMISSION		PERIODIC REVIEW
		DENOISE PERSON
DATE OF WITHDRAWAL		1
		SIGNATURE-PARENT OR GUARDIAN DATE
3892A		DATE



Beyond Basic Learning Academy CHILD HEALTH REPORT



		(55 PA CO	DE 9932/U.	131, 3280.1				
CHILD'S NAME: (LAST)		(FIRST)			GUARDIAN:		J. D	
DATE OF BIRTH:		HOME PHONE		ADDRESS	~.			
		21527682		ADDRESS	o.			
CHILD CARE FACILITY NAME:				10.11				
Beyond Basic Learning Academy 1916 W.: FACILITY PHONE:								
267.971.6982		COUNTY:	ما ما ما ما	WORK PH	IONE:			
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NEUMOCOCCAL						
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FLUENZA						
IMR						
ARICELLA						
EP-A						
ENINGOCOCCAL						
THER						
EDICAL CARE PROVIDER:	1				SIGNATURE OF PHYSIC	IAN, CRNP OR PHYSICIAN'S ASSISTANT
DDRESS:					-	
		PHONE:			TITLE:	
		PHONE:			LICENSE NUMBER:	DATE FORM SIGNED
					<u> </u>	C.D.

Fuition

LEARNING ACADEMY LLC

STEM SASS INDOOR FACILITY

STEM SASS INDOOR

Addendum

PLEASE INITIAL EACH LINE IN AGREEMENT THAT YOU UNDERSTAND WHAT TUITION DOES NOT COVER. PLEASE UNDERSTAND THAT ANY ADDITIONAL SERVICES PROVIDED BY BBLA IS THE RESPONSIBILITY OF THE PARENT IN WHICH CCIS/TUITION DOES NOT COVER

I UNDERSTAND TUITION AND/OR COPAYMENT IS STILL DUE EVEN IF THE CHILD MISSES ANY OF CHILDCARE DAYS DUE TO SICKNESS, VACATION, OR CLOSURE. A
*- TUITION/ CCIS DOES NOT COVER TRANSPORTATION TO OR FROM SCHOOL
*- TUITION/ CCIS DOES NOT COVER TRANSPORTATION TO OR FROM TRIPS
TUITION/ CCIS DOES NOT COVER TRANSPORTATION FOR DOOR-TO-DOOR SERVICES
TUITION/ CCIS DOES NOT COVER SUMMER CAMP
TUITION/ CCIS DOES NOT COVER SUMMER CAMP TRIPS OR ANY OTHER TRIPS THAT OUR FACILITY PARTICIPATES IN
*- CCIS ALLOWS 40 CALENDAR ABSENCES PER FISCAL YEAR, ONCE CHILD HAS REACHED THE MAXIMUM DAYS FOR ABSENCES IT IS THAT RESPONSIBILITY OF THE PARENT TO PAY
*- 5 CONSECUTIVE ABSENCES AND LATE PAYMENTS ARE REPORTED
*- IF THE PROVIDER RATES ARE HIGHER THAN THAT OF CCIS/MCCA RATES THE PARENT IS REQUIRED TO PAY THE DIFFERENCE
*- TUITION/ CCIS DOES NOT COVER YOUR REGISTRATION FEE
*- ALL ABSENCES WILL BE REPORTED IF YOUR CHILD MISSES A DAY YOU ARE STILL RESPONSIBLE FOR YOUR COPAYMENT YOUR CHILD ABSENCE DOES NOT PAY FOR THE ABSENCE.
SIGN

Beyond Basic Learning Academy LLC Enrollment Contract

I/we have read, understand, and agree to abide by the policies contained on this form. I/we further understand that if the policies outlined are not adhered to, it would be sufficient cause for the removal of my/our child/ren from the childcare facility. I have received a copy of the handbook and agree to adhere to the policies within them.

Please initial next to each item. I want to be sure that ye	ou understand each policy.			
I understand the security deposit is one week tui state funded. Security deposit is to ensure that two-week	tion which is \$ whether private pay or notice is given prior to disenrolling your child.			
I understand there is a \$25 application fee per ch	ild.			
I understand that we must provide a completed a	pplication including medical form prior to start date.			
I understand that tuition is due Friday prior Monday of the service week. I understand that late payr	or to the service week and copayments are due nents are \$15 a day.			
I understand the first two weeks is a trial period terminate services.	d and if we feel our facility is not a good fit, we will			
I/we have contracted for the hours of: to	:			
I/we understand the overtime policy, vacation po	licy, and illness policy.			
I/We am contracting for () year around () summ	mer only () school year only childcare services.			
I/We understand that I will be responsible for fit Academy is unable to provide care.	nding back-up care for when Beyond Basic Learning			
I/We understand the pickup policy for anyone o	ther than parents.			
I/We understand the late fee policy of \$2.00 pe morning of the next business da	r minute per child must be delivered by the next y.			
I/We understand the behavior policy and have sl	nared the rules with my/our child/ren.			
I/We understand that tuition only pays for childcare for me to work. Any additional hours will be paid by the parent. I understand that CCIS is a separate entity from Beyond Basic Learning Academy and any fees assessed will be paid by the parent and not CCIS. CCIS only covers up to 9 hours of care to this facility for a full-time parent. Any additional time is the responsibility of the parent.				
I/We understand the termination policy by both parties. I understand that a two-week notification is needed of the security deposit will be retained and not refunded.				
By signing below, you agree that this is a legally binding form, and that you agree to adhere to all the policies listed above as well as in the parent handbook. Failure to abide by these policies could result in forfeiture of childcare retainer, termination of childcare services, or both.				
Parent Signature:	Date:			
Beyond Basic Learning Academy:	Date:			



INDIVIDUALIZED EDUCATION PLANS (IEP) & INDIVIDUALIZED FAMILY SERVICE PLANS (IFSP) INFORMATION SHEET

Because of the diverse set of needs of the children in Beyond Basic Learning Academy, it is important to gather as much information about the best ways to educate each child. IEP's and IFSP's are created by service providers working with children with special needs and include this information. The Keystone STARS Performance Standards therefore require each early learning provider to request copies of IEP's and IFSP's for the children in their care. This request should be made as early as possible.

Because of the importance of the IEP/IFSP to a child's learning, we require a copy OF the IEP and IFSP before the child begins to attend.

The information found on an IEP/IFSP is protected by privacy laws including the Health Insurance Portability and Accountability Act (HIPAA). Releases of information may also be required to speak to members of a child's treatment team. Professional development regarding privacy issues, and HIPAA in particular, is highly required by all of our staff personnel.

Parent Sign-off Sheet

Child's Nan	ne:
we can work	growth and development is measured with developmental assessments. If your ly has an IEP/IFSP, it would be beneficial to share a copy of this plan with us so together to ensure that the guidelines are put into practice. You do not have his information if you do not wish to do so.
	I am providing a copy of my child's IEP or IFSP.
	This is not applicable to my child.
	I am not providing a copy of my child's IEP or IFSP
Signature:_	Date:
Printed Nar	ne:

Beyond Basic Learning Academy 1916 W. Spencer St Philadelphia, PA 19141 267-971-6982





Beyond Basic Learning Academy Permission to Photograph

I,		
Give permission for	(Parent or Guardian's name)	
Give permission for	Beyond Basic Learning Academy LLC	
	(Name of childcare provider or facility)	
To photograph my child,		
	(Child's name)	

For the following purposes:

Type of Use:	(Please check one)			
lype of ose.	Grant Permission	Decline Permission		
Still Photographs:				
Display on daycare bulletin boards, show to current and prospective clients	X			
Display still photos on daycare website	X			
Videos:				
Show to current clients	X			
Show to perspective clients	X			

I understand that Beyond Basic Learning Academy displays photos to current and prospective clients. I understand that I will not be compensated for such photos or receive any royalties from the photos that are taken.

Signed:		
	(Parent or Guardian signature, and date)	

Beyond Basic Learning Academy

It is very important a child's development is nurtured through caring, patience and understanding. However, while caring for your children, I may have to respond to your child's misbehavior. Hitting, kicking, spitting, hostile verbal behavior and other behaviors which will hurt another child are not permitted.

In response to these behaviors, I will not use:

- Threats or bribes
- Physical punishment, even if requested by the parent
- Deprive your child of food or other basic needs
- Humiliation or isolation

In response to misbehavior, I will:

- Respect your child
- Establish clear rules
- Be consistent in enforcing rules
- Use positive language to explain desired behavior Speak calmly while bending down to your child's eye level
- Give clear choices
- Redirect your child to a new activity
- Move your child to a time-out chair for no longer than one minute per year of your child's age, if necessary

If your child's behavior is very disruptive or harmful to himself or other children, I will discuss the issue with you privately. If the situation can be resolved, the child may remain enrolled. If we are unable to resolve the issue, you may be asked to make other child care arrangements.

As a parent, you may have some concerns or wish to offer suggestions. Using the lines below, we may modify the above plan with agreed upon suggestions.

Child's Name	Date of Birth	
Additional techniques to be used with my child:		
Parent/Guardian Signature	Date	
	Date	Commented [AP1]:

WAIVER OF LIABILITY HOLD HARMLESS

AGREEMENT FOR TRANSPORTATIONOF MINOR BY ONE HELPING ANOTHER CHILD CARE

Description of Activity:		
Transporting students to and fromrelated activities by automobile by a staff member or hired		
transportation service/ affiliate Beyond Basic Transportation/ Beyond Basic Corporation/Beyond Basic Learning		
Academy LLC during the period of enrollment that this your child		
Please read this form carefully. This waiver for your minor child/ward to be transported by automobile by a BBTPS		
member and any activities associated therewith you will be waiving your rights to all claims for injuries you and/or		
your minor child/ward might sustain arising out of being transported by automobile by a BBTPS staff member and		
you will be required to indemnify, hold harmless and defend The City of Philadelphia, Department of Human		
Services, and the insurance company covering BBTPS, and policy holder for any claims arising out of your minor		
child/ward being transported by automobile by a BBTPS staff member.		
In consideration of my minor child/ward being allowed to be transported by automobile by a BBTPS Staff member,		
as the Parent or legal guardian of a participant under 18 years of age, I recognize and acknowledge that there are		
risks of physical injury associated with being transported by automobile by a BBTPS staff member. I		
agree to assume the full risk of injuries that may be sustained by any minor child/ward		
of mine, as a result of being transported by automobile by a BBTPS staff member and all activities connected or		
associated therewith. I agree to waive and relinquish all claims on behalf of my minor child/ward that the minor		
child/ward may have against The City of Philadelphia, Department of Human Services, and the insurance, and		
policy holder as a result of the minor child/ward's being transported by automobile by a BBTPS staff member.		
I do hereby fully release and discharge The City of Philadelphia, Department of Human Services, and the insurance,		
and policy holder (April P.) and its officers, agents, and employees from all claims from injuries, damage, or loss		
which I, or any minor child/ward may have or which may occur to my minor child/ward on account of his/her being		
transported by automobile by a BBTPS staff member.		
I further agree to indemnify and hold harmless and defend The City of Philadelphia, Department of Human		
Services, and the insurance, and policy holder, BBLA, BBC, BBTPS its officers, agents, and employees from all claims		
sustained by me or my minor child/ward, and arising out of, connected with, or in any way associated with being		
transported by automobile by a BBTPS staff member.		

Learning Academy LLC of any claims associated with any claim, injuries, damages, or loss outside of the vehicle after being transported to and from the destination. I agree that while on the trip, door to door service, or any transportation if any injuries, loss, damages, or claims occur I agree to waive and relinquish all claims on behalf of my minor child/ward that the minor child/ward may have against The City of Philadelphia, Department of Human Services, and the insurance, and policy holder as a result of the minor child/ward's being transported by automobile by a OHACC staff member. I understand that under any circumstance involving the transportation of my minor's I am unable to hold Beyond Basic Transportation/Beyond Basic Corporation/Beyond Basic Learning Academy LLC accountable for any injuries, loss, negligence, damages, or any claims.

The invalidity or unenforceability of any of the provisions here remainder of this Agreement. I have read and fully understand	
Name(s) of Minor	
Printed Name of Parent/Legal Guardian (must attach parents	driver's license/ identification)
Signature of Parent/Legal Guardian	Date
Signature of Client	
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