

# **JING KIDS After-School 2017-2018**

August 28, 2017 - June 13, 2018



## **Welcome to JING Kids!**

Whatever our children choose to do in the future, we want them to have the mental, physical, logical, emotional, and linguistic skills to do it. Our goal is to give children the tools to succeed in a global market and in an interconnected world. We strive to empower our children to create bright futures.

## **Daily Schedule**

### **Regular Days**

2:20pm	MRE Snack/Homework/Active Play
3:00pm	Chinese Lessons / Wushu Lessons / Homework / Bits 'n' Bots & MathWerks
3:30/45pm	EBS & Dingeman Snack and Homework
4:00pm	Wushu Lessons / Homework / Bits 'n' Bots & MathWerks / Chinese Lessons
4:55pm	Homework / Bits 'n' Bots & MathWerks / Chinese Lessons / Wushu Lessons
5:45pm	Parent Pickup
6:00pm	Program Ends

### **Extended Days**

12:30pm	Lunch/ Active Play
1:15pm	Active Play (Homework Continues)
1:30pm	Learning Rotations and Snack
3:00pm	Chinese Lessons / Wushu Lessons / Homework / Bits 'n' Bots & MathWerks
4:00pm	Wushu Lessons / Homework / Bits 'n' Bots & MathWerks / Chinese Lessons
4:55pm	Homework / Bits 'n' Bots & MathWerks / Chinese Lessons / Wushu Lessons
5:45pm	Parent Pickup
6:00pm	Program Ends

*This schedule is subject to change.*

# JING KIDS Parent Responsibilities

## Needed each day:

- JING shirt
- JING pants (or approved pants/shorts)
- JING shoes (or approved footwear)
- Labeled water bottle (refillable at JING)
- Snack



## ABSENCES

If your child will be absent for *any* reason, please do not call the main JING number; instead, **call, text, or email Laura (619-247-7656) by 9am** on the day of the absence with the following information:

Your first and last name

Your child's first and last name

School attended

Your phone number

Date or dates of absence

## Illnesses

Please do not send a sick child to JING. We will send them home if ill. A fever must be cleared for 24 hours before attending our classes. We follow the San Diego Unified School District guidelines on illness.

## Other

No jeans, boots, or flip flops/sandals. Long hair must be "tied up" for classes.

Thank you,  
Laura Stegner  
Director, JING Kids  
**619-247-7656 -- Please leave a message or text.**  
Laura@JINGinstitute.com



9865 Businesspark Ave. Suite D
San Diego, CA 92131
858.578.8267

JING After-School Program 2017-2018 STUDENT APPLICATION
Student Information

Student Name: \_\_\_\_\_ DOB \_\_\_\_\_ Grade in Fall 2017 \_\_\_\_\_

Chinese Name? \_\_\_\_\_

Parent/Guardian Name(s): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Cell Phone ( ) \_\_\_\_\_ - \_\_\_\_\_ Other Phone ( ) \_\_\_\_\_ - \_\_\_\_\_ Email: \_\_\_\_\_

Billing Information

Billing Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

JING KIDS BILLING PROGRAM (Circle One): JING5D JING4D JING3D JING2D

JING KIDS Registration Fee (please initial): \_\_\_\_\_ \$75

- \* covers books and materials for the entire school year
\*will be charged with first month's tuition
\*non-refundable

Policies and Procedures

Parties: The terms "You", "JING Institute of Chinese Martial Arts and Culture", "JING Kids", and "JING" include heirs, estates, agents, representatives, officers, directors, shareholders, successors, affiliates, and employees. As such, both parties make this Agreement on behalf of, and it binds, all these included persons and entities.

"JING Institute of Chinese Martial Arts and Culture" or "JING Institute, LLC" or "JING Kids" is hereinafter referred to as "JING"

Waiver In consideration for being permitted to participate in Martial Arts and other exercise at JING Institute of Chinese Martial Arts & Culture, Student, Guardian, spouse, heirs, legal representatives and assigns, hereby assume all risks for such involvement, and release and discharge the JING Institute, its affiliates, agents, officers, and employees, from all liability, claims, demands, actions, and causes of action whatsoever, whether known or unknown, arising out of or relating to any loss or damage that may occur either directly or indirectly from Student's participation in such activity. JING is not responsible for Student's injury inside or outside JING. Student is responsible for own actions and negligence.

Physical Condition Student presents himself/herself as in good physical condition and capable to train. If Student is injured or pregnant, Student should consult a qualified doctor before taking classes at JING. JING is not responsible for Student's health or physical condition.

3 Day Guarantee All plans have a Guarantee of 3 calendar days, during which Student may cancel without a cancellation fee; Plan must be cancelled in writing and delivered to JING before midnight of the 3rd day.

Cancellation of Agreement: You must notify the JING Kids Director in writing or by email by the 25th of the preceding month; otherwise you will be billed for the next month. Paid in Full students can receive a refund for unused months.

Uniform Student must display the JING logo in class. Student must wear Kungfu shoes and comfortable, loose, long pants. No street shoes, high heels, or bare feet on the exercise mat. Do not wear jewelry during class. JING reserves the right to reject service to Students who are not attired appropriately.

Transferability Plans are NOT transferable between people.

**Liability for property** JING is not responsible for any Student's or guest's property which may be damaged, lost, or stolen in or near JING.

**Damage to JING property** Student is responsible for the replacement value of any lost or damaged item.

**Promotional Activity** JING may use Students' name, pictures, and video in practice, performance, or other activities arranged by JING for promotional purposes.

**Instructor and Location** JING will at all times provide Student with a competent and qualified instructor, but is under no obligation to provide any specific instructor. Student/Guardian cannot demand a no-obligation cancellation of plan or refund due to change of instructor. Similarly, JING reserves the right to choose and change the location of instruction as necessary, and Student/Guardian may not demand a no-obligation cancellation or refund due to re-location of the JING Institute within a radius of 25 miles.

**Courtesy** DO: Respect instructors all the times. Respect the JING policy! Respect the school! DO NOT: Do not distract class or talk back to instructors; do not eat, drink alcohol, smoke, take illegal drugs, run, fight, or chat during class; do not use weapons that do not belong to you. **JING does not permit and shall not tolerate any inappropriate, abusive, insulting, threatening, vulgar, or harassing behavior or language.** JING reserves the right to dismiss anyone who is uncooperative. JING reserves the right to terminate a contract without refund and without any obligation upon violation of Courtesy.

**Holiday** JING reserves the right to close the school for holidays and cancel classes due to special events or special situations; in such cases, there will be no change in tuition.

**Miscellaneous** Students are encouraged to take notes of classes in JING; however, no photography or video is allowed without prior JING approval.

**Policy and Arbitration** Policy, schedule, prices are subject to change without notice. If there is a dispute between you and JING, both parties agree to submit to binding arbitration, using the American Arbitration Association's (AAA) Commercial Arbitration Rules (Rules). Arbitration means that neither you nor JING can sue each other in court over the dispute; instead, a neutral arbitrator will decide the matter, not a judge or jury. The arbitration shall be held at the AAA office nearest to the school Student joined, and all arbitration will be done according to AAA's Rules and applicable rules of the California Code of Civil Procedure. California law shall govern all disputes.

Arbitration will cover all disputes related to Student's membership and this Agreement, including financial obligations, facilities, representations, personal injury, property, contact, and tort damage of any kind. If there is any dispute over the applicability of arbitration, only an Arbitrator, not a court, may decide upon applicability of arbitration; if such a situation occurs, the Arbitrator must hold a separate hearing on the applicability of arbitration before arbitration may proceed

If the arbitration proceeds further, the Arbitrator is limited to the terms of this Agreement. Whether Student or JING prevails in the arbitration, the maximum an Arbitrator may award is the cost of Student's current membership.

JING is not bound by any verbal agreements, nor by any arrangement not specifically stated in this agreement.

**I understand that JING is a Heritage school and not a daycare. I understand that JING is a Heritage school and as such, my child(ren) is/are free to come and go and if my child(ren) is/are to stay at the facility, it is because of my direction and not the school's. I understand that JING is "exempt from child care licensure, and that attendance at a heritage school does not satisfy California's compulsory education requirements pursuant to Section 48200."**

**Entire Agreement and Enforcement:** You acknowledge that neither JING nor anyone else made any representations or promises upon which you relied that are not stated in this Agreement. This document contains the entire agreement between you and JING and replaces any prior written agreement. If a court declares any part of this Agreement invalid, it will not invalidate the remaining parts, which continue unaffected. If JING does not enforce any right in this Agreement for any reason, JING does not waive its right to enforce it later.

**The undersigned has read and agrees to the Policies and Procedures of JING Institute, LLC.**

**Parent/Guardian SIGN:**

\_\_\_\_\_

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

**TRANSPORTATION NOTIFICATION and LIABILITY WAIVER**

I, the parent/guardian of \_\_\_\_\_ (Child's name) permit my son/daughter to be transported to/from the JING Institute for JING Kids and in the event of an emergency. I, as parent/guardian of the said minor(s), hereby consent and agree to hold harmless the JING Institute, LLC, and any and all employees, staff, or volunteers thereof, for any accident, injury, or occurrence arising out of, or in connection with, JING activities and any JING-related transportation. I understand that my child will be assigned to ride with a licensed adult driver driving a privately-owned automobile.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## After-School Program Pick up Information

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

School Name: \_\_\_\_\_

Grade in Fall 2017: \_\_\_\_\_

*To be completed on Friday, August 25<sup>th</sup> (email/text Laura at 619-247-7656)*

Classroom (Homeroom): \_\_\_\_\_

Teacher's Name: \_\_\_\_\_

Days Attending JING KIDS (please circle):

Monday    Tuesday    Wednesday    Thursday    Friday

School Dismissal time:

Monday    Tuesday    Wednesday    Thursday    Friday

\_\_\_\_\_

If your child will be absent for *any* reason, please do not call the main JING number; instead, ***call, text, or email Laura (619-247-7656) by 9am on the day of the absence, and all subsequent days.***

**Our transportation must know** if the child is not to be picked up from school.

# **JING KIDS** Emergency Card

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

Mother's Name: \_\_\_\_\_

Cell Number: (     ) \_\_\_\_\_ Email: \_\_\_\_\_

Home / Work Number: (     ) \_\_\_\_\_

Father's Name: \_\_\_\_\_

Cell Number: (     ) \_\_\_\_\_ Email: \_\_\_\_\_

Home / Work Number: (     ) \_\_\_\_\_

Allergies: \_\_\_\_\_

Medications: \_\_\_\_\_

Any medical conditions of which medical personnel should be aware: \_\_\_\_\_

Child's Doctor: \_\_\_\_\_ Phone Number: \_\_\_\_\_

In the event of a medical emergency, The JING Institute will call 911 and have your child transported by ambulance to the nearest hospital emergency room. In the event of an illness or injury, parents should be called in the following order:

1st \_\_\_\_\_ 2nd \_\_\_\_\_

If the school is unable to contact a parent, the following persons should be called.  
Those listed also have permission to pick up our child in the event of illness or injury.

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**JING KIDS PROGRAM CALENDAR 2017-2018 SCHOOL YEAR & BILLING SCHEDULE**

2017	M	T	W	Th	F
August					
September					1
October	2	3	4	5	6
November			1	2	3
December					1

M	T	W	Th	F
4	5	6	7	8
9	10	11	12	13
6	7	8	9	10
4	5	6	7	8

M	T	W	Th	F
11	12	13	14	15
16	17	18	19	20
13	14	15	16	17
11	12	13	14	15

M	T	W	Th	F
18	19	20	21	22
23	24	25	26	27
20	21	22	23	24
18	19	20	21	22

M	T	W	Th	F
28	29	30	31	
25	26	27	28	29
30	31			
27	28	29	30	
25	26	27	28	29

2018	1	2	3	4	5
January					
February				1	2
March				1	2
April	2	3	4	5	6
May		1	2	3	4
June					1

8	9	10	11	12
5	6	7	8	9
5	6	7	8	9
9	10	11	12	13
7	8	9	10	11
4	5	6	7	8

15	16	17	18	19
12	13	14	15	16
12	13	14	15	16
16	17	18	19	20
14	15	16	17	18
11	12	13		

22	23	24	25	26
19	20	21	22	23
19	20	21	22	23
23	24	25	26	27
21	22	23	24	25

29	30	31		
26	27	28		
26	27	28	29	30
30				
28	29	30	31	

Monthly Billing Schedule Per Child				
JING 5D	JING 4D	JING 3D	JING 2D	
140	140	105	70	
516	467	370	305	
568	494	432	339	
413	412	370	271	
284	247	216	169	
516	494	463	339	
465	467	432	339	
439	385	339	271	
542	467	401	305	
568	522	463	339	
232	220	216	169	

**TERMS & CONDITIONS : ADDITIONAL TERMS AND CONDITIONS MAY ALSO BE FOUND IN YOUR APPLICATION PAPERWORK.**

- + ALL FEES are MONTHLY and based on the the number of days that the JING Kids Program is open in that month.
- + Fees are due and payable on the 1st of EACH MONTH. A \$25.00 late fee will be posted to accounts with unpaid balances on the 15th of EACH MONTH.
- + JING 5D = 5 Days per week, JING 4D = 4 Days per week, JING 3D = 3 Days per week, JING 2D = 2 Days per week
- + Dates in **BOLD** = First and Last Day of School - San Diego Unified School District - SY2017-18 Trad. Calendar (version date: 2016-07-26)
- + Dates in GREY = JING KIDS PROGRAM CLOSED
- + Changes in program type (ie. JING 5D, JING 4D, JING 3D, JING 2D) must be submitted in writing by the 25th of the preceding month in which you want your program change to take effect. The 1st change is free of charge. Changes after the 1st change are subject to a \$50 processing fee. All changes are subject to availability.
- + Parents that have selected the JING 4D, JING 3D or JING 2D program and require an extra day during the week, you may purchase an extra day for \$35.00 per day per child and is subject to availability. Please notify the JING Kids Program Director on the Friday preceding the week to which you wish to add an extra day.
- + Cancellation of Agreement: You must notify the JING Kids Director by the 25th of the preceding month; otherwise you will be billed for the next month.
- + Pricing is subject to change.
- + There are no refunds

Program Option (Initial one)				
	JING 5D	JING 4D	JING 3D	JING 2D
	Add. Monthly Fee Per			
	JING Electives - Optional	Child Per Month	Initial	
	JING Bits*	35	_____	
	JING Bots*	35	_____	
	JING Math Werks*	35	_____	

\*The JING Kids Program Director will place your child such that electives do not interfere with you child's chinese language class. Enrollment in electives is subject to availability.

**BY SIGNING BELOW YOU HAVE READ THE TERMS AND CONDITIONS IN THIS BILLING SCHEDULE AND YOU ALSO ACKNOWLEDGE THAT YOU HAVE READ THE TERMS AND CONDITIONS IN YOUR APPLICATION AND AGREE THAT YOU WILL PAY THE FULL AMOUNT AS STIPULATED IN THE BILLING SCHEDULE ABOVE. REGARDLESS OF YOUR CHILD'S ATTENDANCE.**

**I AUTHORIZE JING INSTITUTE, LLC TO CHARGE/DEBIT MY CARD FOR EACH SCHEDULED TUITION PAYMENT AS STATED ABOVE AND FOR ANY EXTRA DAYS THAT ARE NEEDED.**

CREDIT CARD # \_\_\_\_\_

EXP DATE: \_\_\_\_\_ SEC CODE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

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

**Office Use Only**

\_\_\_\_ SY 2017-18 registration received by April 8th, inclusive. (\$50 off October 2017)

\_\_\_\_ SY 2017-18 registered for 1 elective or more by April 8th, inclusive. (\$50 off October 2017)

\_\_\_\_ # of week(s) of Summer Camp(s) paid. (\$25 per week applied towards Sept 2017)

\_\_\_\_ Director Initials