

# JING KIDS 2020-2021

## Academic Support Care Program and After-School Care Program

Weekly, starting August 31, 2020



## 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.

### **JING Kids Academic Support Program:**

From 8am to 2:30pm, Monday-Friday, we are here to help students stay on-task and on-schedule with school-dictated academic programs, and to provide them with a safe, physically-distanced social environment with their peers in which to learn. All academics will be overseen by Mrs. Laura Stegner, a BCLAD Credentialed teacher.

### **JING Kids After-School Program:**

For families who need after-school care, we will also be providing on-site services 2:30pm - 6pm daily, including Wushu and Chinese Language classes, modified so that we can follow all State and County Health Guidelines.

We will be following the State and County Health Guidelines (small cohorts, physical distancing, frequent sanitizing of spaces, face coverings, etc.). If any Health and Safety Guidelines change, JING Kids will adjust accordingly.

## Daily Schedule

8:00am	Morning drop-off. Academics begin.
2:30pm	Academic Support Care Program ends – Student pick-up (unless enrolled in After-School)
2:30pm	After-School Program begins
3:00pm	Chinese / Wushu / Homework and Quiet Free Time
5:45pm	Parent Pickup
6:00pm	Program Ends

*This schedule is subject to change.*

**ABSENCES: Please call or text Laura (619-247-7656) by 9am that day.**

# 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)

Food:

Academic Support Hours – 1 Snack, 1 Lunch

After-School – 1 additional Snack



## ABSENCES

If your child will be absent for *any* reason, please do not call the main JING number; instead, **call or text 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

Your phone number

Date or dates of absence

## Illnesses

Please do not send a sick child to JING – sick children will not be admitted into JING. We follow the California Department of Public Health guidelines.

## Other

No stiff pants, slip-on boots, or flip flops/sandals. Long hair must be “tied up” for classes.

Thank you,  
Laura Stegner  
BCLAD Credentialed Teacher  
Director, JING Kids  
**619-247-7656 -- Please leave a message or text.**  
[Laura@JINGinstitute.com](mailto:Laura@JINGinstitute.com)



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

**JING Kids Academic Support Care  
 and After-School Care Programs 2020-2021 AGREEMENT**

**Student Information**

Student Name: \_\_\_\_\_ DOB mm/dd/yy Grade in Fall 2020 \_\_\_\_\_

Chinese Name (if applicable) \_\_\_\_\_ School in Fall 2020 \_\_\_\_\_

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

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

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

**JING KIDS DAILY ATTENDANCE. Please initial in ALL BOXES you would like to request.**

We will place your child in the best available cohort.

<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
Academic Support Care Program: 8am – 2:30pm <input type="checkbox"/>	Academic Support Care Program: 8am – 2:30pm <input type="checkbox"/>	Academic Support Care Program: 8am – 2:30pm <input type="checkbox"/>	Academic Support Care Program: 8am – 2:30pm <input type="checkbox"/>	Academic Support Care Program: 8am – 2:30pm <input type="checkbox"/>
After-School Care Program: 2:30 – 6pm <input type="checkbox"/>	After-School Care Program: 2:30 – 6pm <input type="checkbox"/>	After-School Care Program: 2:30 – 6pm <input type="checkbox"/>	After-School Care Program: 2:30 – 6pm <input type="checkbox"/>	After-School Care Program: 2:30 – 6pm <input type="checkbox"/>

Program Start Date if different than August 31, 2020: mm/dd/yyyy

## 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 activities 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 learn and train. If Student is injured or ill, Student should consult a qualified doctor before taking classes at JING. JING is not responsible for Student’s health or physical condition.

**Cancellation of Agreement:** JING requires 14 days advanced notice to cancel. Any tuition scheduled to be charged within that 14-day time period is still due to JING and will be charged. Cancellation must be in writing and delivered to JING.

**Uniform** Student must display the JING logo in class. Student must wear closed-toe shoes and comfortable, loose, long pants. No high heels or bare feet on the premises. 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** 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 and Covid-19-related closures:** JING reserves the right to close for holidays and Covid-19-related reasons, and cancel classes due to special events or special situations; in such cases, there will be no change in or adjustment of tuition.

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

**Late Pick-Up** If you do not pick up your child within 20 minutes of your child’s program ending, JING reserves the right to bill/charge your account on file in the amount of \$35 per occurrence.

**Policy and Arbitration** Policy, schedule, and 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 JING, 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 one week’s worth of fees.

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

## JING Kids 2020-2021 School Year INFORMATION, SAFETY PRECAUTIONS, and COVID-19 WAIVER

The safety of our students and staff is our number one priority. JING Institute, LLC (JING) is taking numerous steps to reduce the potential for COVID -19 spread at our facility.

### **General Precautions:**

- Parents/Guardians will not be allowed inside JING unless JING authorizes and parent/guardian passes the wellness screening prior to entry.
- Students must have their temperature taken and answer wellness questions before entering the building.
- Do not enter the facility if you (child/parent/staff member) feel ill, have a cough, or are short of breath.
- Do not enter the facility if you (child/ parent/ staff member) have been in close physical contact within the last 14 days with someone who has been diagnosed with COVID-19.
- If you or your child has a medical history that places you in a high-risk category for COVID-19, we recommend that you do not enter the facility.
- Social distancing will be maintained.
- JING follows the SD County Health Order guidelines for Face Mask usage. It is up to the parent to provide the mask and instruct their child on how to wear it.
- Routine hand washing will be required.
- Group sizes will be limited.
- Staff will be cleaning and disinfecting throughout the day.
- Students will receive their own set of supplies (crayons, pencils, glue stick, etc.) to reduce sharing.

### **Parent Expectations:**

- Parents are asked to support JING in providing a safe space for our students and staff by informing JING of any changes to their child's health or community exposure.
- **If a child exhibits any symptoms of fever, runny nose, coughing, or shortness of breath, parents are asked to keep them home until current CDC criteria to discontinue home isolation are met, including 3 days with no fever without the help of medication and 10 days since symptoms first appeared.**
- Parents must walk their child(ren) to the front door for check-in each day and must answer wellness check questions.
- Students will be turned away and/or sent home if they do not pass the wellness check or if they begin exhibiting any signs of illness at the door.

### **Student Expectations:**

- Students participating in the program are expected to follow all JING Kids policies & CDC recommendations.
- Members who show disregard for JING policies or exhibit intentional disruptive behavior may be asked to leave the program. Parents should talk with their children to reinforce the importance of compliance and safety.

***The above safety precautions and expectations are not all-inclusive.***

**Parent Attestation and Waiver:**

I acknowledge the contagious nature of the Coronavirus/COVID-19 and that the CDC and many other public health authorities still recommend practicing social distancing.

I further acknowledge that JING has put in place preventative measures to reduce the spread of the Coronavirus/COVID-19.

I further acknowledge that JING can not guarantee that neither my child(ren) nor I will become infected with the Coronavirus/Covid-19. I understand that the risk of becoming exposed to and/or infected by the Coronavirus/COVID-19 may result from the actions, omissions, or negligence of myself and others.

I voluntarily seek services provided by JING and acknowledge that I am increasing my family’s risk of exposure to the Coronavirus/COVID-19. I acknowledge that my child(ren) and I must comply with all set procedures to reduce the spread while at JING.

I attest that:

- Neither my child(ren) nor I are experiencing any symptom of illness such as cough, shortness of breath or difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, or new loss of taste or smell.
- Neither my child(ren) nor I have traveled internationally within the last 14 days.
- I do not believe my child(ren) nor I have been exposed to someone with a suspected and/or confirmed case of the Coronavirus/COVID-19.
- Neither my child(ren) nor I have been diagnosed with Coronavirus/Covid-19 and not yet cleared as non-contagious by state or local public health authorities.
- My child(ren) and I are following all CDC recommended guidelines as much as possible and are limiting our exposure to the Coronavirus/COVID-19.

I hereby release and agree to hold JING harmless from, and waive on behalf of myself, my heirs, and any personal representatives any and all causes of action, claims, demands, damages, costs, expenses and compensation for damage or loss to myself and/or property that may be caused by any act, or failure to act of JING, or that may otherwise arise in any way in connection with JING. I understand that this release discharges JING from any liability or claim that I, my heirs, or any personal representatives may have against JING with respect to any bodily injury, illness, death, medical treatment, or property damage that may arise from, or in connection to, JING. This liability waiver and release extends to the JING together with all owners, partners, and employees.

Because of rapidly changing circumstances and new laws, these procedures are subject to change by JING at any time in the sole discretion of management in order to maximize safety for everyone.

\_\_\_\_\_  
Child(ren)’s name(s)

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

# **JING KIDS** Emergency Card

Child's Full Name: \_\_\_\_\_ DOB: mm/dd/yyyy

In the event of an illness or injury, parents should be called in the following order:

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

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

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

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

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

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

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

**Allergies** (foods, medicines, etc.): \_\_\_\_\_

Any **medical conditions** that teachers or medical personnel should know of: \_\_\_\_\_  
\_\_\_\_\_

**Medications** your child takes regularly: \_\_\_\_\_

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

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: \_\_\_\_\_

In the event of a serious medical emergency, The JING Institute will call 911 and have your child transported by ambulance to the nearest hospital emergency room.

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

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

# JING KIDS Academic Support and After-School Care Programs 2020-2021 Tuition and Billing

Student(s) Name(s): \_\_\_\_\_

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

Billing Address (if different from Home): \_\_\_\_\_ Zip Code \_\_\_\_\_

JING KIDS PROGRAM. Please initial in the requested box. If 3 or 2 days/week, please circle requested days.  
All prices are per week, per child

<p><b><u>5 days/week</u></b> Academic Support Care: 8am – 2:30pm 225/week <input type="checkbox"/></p>	<p><b><u>4 days/week:</u></b> <u>M T W Th F</u> Academic Support Care: 8am – 2:30pm 185/week <input type="checkbox"/></p>	<p><b><u>3 days/week:</u></b> <u>M T W Th F</u> Academic Support Care: 8am – 2:30pm 145/week <input type="checkbox"/></p>	<p><b><u>2 days/week:</u></b> <u>M T W Th F</u> Academic Support Care: 8am – 2:30pm 100/week <input type="checkbox"/></p>
<p><b><u>5 days/week</u></b> After-School Care: 2:30 – 6pm 135/week <input type="checkbox"/></p>	<p><b><u>4 days/week:</u></b> <u>M T W Th F</u> After-School Care: 2:30 – 6pm 115/week <input type="checkbox"/></p>	<p><b><u>3 days/week:</u></b> <u>M T W Th F</u> After-School Care: 2:30 – 6pm 95/week <input type="checkbox"/></p>	<p><b><u>2 days/week:</u></b> <u>M T W Th F</u> After-School Care: 2:30 – 6pm 70/week <input type="checkbox"/></p>

Program Start Date (August 31, 2020 - June 15, 2021 school year): \_\_\_\_\_

JING KIDS **After-School Program** Materials Fee (please initial): \_\_\_\_\_ \$75  
\* covers books and materials for the entire school year \* will be charged upon Placement \* non-refundable

Sibling Discounts: \* After-School Materials Fee is waived for additional siblings  
\* 10% After-School tuition discount for third+ siblings

BY SIGNING BELOW, I ACKNOWLEDGE THAT I HAVE READ THE TERMS AND CONDITIONS IN THIS BILLING SCHEDULE AND THE TERMS AND CONDITIONS IN THIS AGREEMENT AND AGREE THAT I WILL PAY THE FULL AMOUNT AS STIPULATED IN THE BILLING SCHEDULE ABOVE, REGARDLESS OF MY CHILD'S ATTENDANCE. I AUTHORIZE JING INSTITUTE, LLC TO CHARGE/DEBIT MY CARD FOR EACH SCHEDULED TUITION PAYMENT AS STATED ABOVE.

Use Card on File

New Billing Information (Jing Jing will call for the new information)

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