



Yak Preschool Registration for 2021-2022

_____ Preschool Registration 2021-2022

_____ Preschool Deposit \$250 (CC or Check)

_____ Materials Fee \$150

_____ Copy of Current Immunization Record

August 15th, 2021

_____ Photo Release Form

_____ Late Fee Policy Form

_____ Parent/Student Handbook Form

2021-2022 School Year

Immersion Spanish Classes for Preschoolers



STUDENT INFORMATION - Complete 1 registration packet per child

TO REGISTER: Child must be between 2-6 years old.

Preschool Classes: Child must be toilet trained upon entrance. (no pull ups nor diapers)

Transitional 2's Preschool Classes: Potty trained or potty in training, and must be turning 2 years old on or before December 1st to begin on September 2021

Please note if you have multiple children enrolling, you will need to complete the student information section for each child.

First Name	M.I	Last Name	Nickname	Birth Date	Gender

Please mark & circle your class days and times. (Classes are subject to open based on enrollment):

_____	Spanish Trans. 2's	M/T/W/TH/F	2-5 Day Transitional 2's-3's Spanish Preschool (8:45-12:45PM)
_____	Spanish Preschool 3-5/TK	M/T/W/TH/F	2 - 5 Day Spanish Preschool Half Day (8:30-12:30) or (12-3pm)
_____	Spanish Full-day Preschoolers 3-5yrs / TK	M/T/W/TH/F	3 - 5 Day Spanish Preschool Full Day(8:30 – 3:00PM)
_____	Spanish PM Only	M/T/W/TH/F	3 - 5 Day Spanish Preschool (12 – 3:00PM)

Applying to Dual
Elementary Program

Sibling attends Dual Program @ _____

Check the most appropriate description of your child's Spanish knowledge:

_____ None _____ Some Background _____ Strong Understanding _____ Fluent

STUDENT INFORMATION – Continued

List any special needs of your child. If NONE, please write NONE.

List allergies, dietary concerns, existing illness, previous serious illness and injuries, hospitalizations during the past 12 months, and any medications prescribed for continuous long-term use. If NONE, please write NONE.

List other programs your child has participated in. If NONE, please write NONE.

Has your child tested positive for COVID-19? (Circle one)

Yes

NO

Note any details about your child that would be helpful to teachers; such as special interests and abilities, as well as behavior and emotional characteristics.

Note the goals you have for your child in this Spanish immersion program.

FAMILY INFORMATION - Complete 1 per family

Please note if you have multiple children enrolling, you only need to complete the family information section once.

	Mother or Primary Guardian	Father or Guardian
First Name:		
Last Name:		
Relationship:		
Cell Phone #:		
Alternate Phone #:		
Primary Email:		
Address:		
City/State/ZIP:		

Please list all other children in the household.

Name: _____ Age: _____ Prior or Current Student: Yes / No

Name: _____ Age: _____ Prior or Current Student: Yes / No

Name: _____ Age: _____ Prior or Current Student: Yes / No

	Emergency Contact #1 (Other than primary contact)	Emergency Contact #2 (Other than primary contact)
First Name:		
Last Name:		
Relationship:		
Cell Phone #:		
Alternate Phone #:		

New families only. Check your referral source.

_____	Postcard	_____	Internet Search	_____	News Report
_____	Brochure	_____	Promotional Event	_____	Walk-In
_____	Word of Mouth	_____	Ad: _____	_____	Ad: Unknown

Customer Referral: _____

By completing this registration form in its entirety and submitting a deposit for \$250 payable by check or credit card, Yak Academy agrees to consider your child for the upcoming session. As the applying party, you agree to the following if accepted:

1. Health Statement
 - a. My child has been examined within the past year by a health care professional and is able to participate in this program. I understand that a signed statement must be submitted to Yak Academy from our health care professional prior to the first week of class.
 - b. I will provide a copy of my child's current immunization record to Yak Academy prior to the December Deadline
2. Student Handbook
 - a. I understand that upon acceptance to Yak Academy's extended immersion classes for preschoolers I will be provided with a student handbook entailing Policies and Procedures. I agree to thoroughly read the provided materials and abide by the rules set forth. Should I have any questions, concerns or am unable to abide by the Policies and Procedures, I will notify the staff within 10 days and reserve the right to revoke my childrens' spot.
 - b. **Late Pick Up Fee: Pick up after 10 minutes will result in a fee of \$20 per 15 minute**
3. Wait List
 - a. Should your children be placed on a waitlist, Yak Academy will notify you of a space as soon as it becomes available. Upon notification of a space (which may be given on voicemail and/or email), you will have 5 days to respond or the space will be offered to the next family on the waitlist. Each family will be given one chance to decline a spot. If the applicant declines twice, his/her name will be placed on the bottom of the waitlist.
4. Tuition & Fees
 - a. **Deposit: At the time of application you must submit a deposit of \$250 per child. Once you are accepted to the program, the deposit is non-refundable and will be applied to your 1st tuition payment. All deposits are first come first serve in saving your spot in the program. The final deadline for the 2021-2022 school year is March 31st 2021 to turn in your deposit.**
 - b. **Materials Fee: A \$150 non-refundable, annual materials fee per child will be due with the deposit and registration packet by March 31st 2021.**
 - c. **Tuition: Payment of tuition is due on the 1st of every. Monthly tuition rates are subject to change on a year to year basis. Your rate will be confirmed in a confirmation email.**
5. Class Cancellations:
 - a. Preschool classes are required to have a minimum of 6 students on a daily basis. Classes with 6 or less students will be cancelled.
 - b. Cancellation notice will be given a minimum of 2 weeks prior notice.
 - c. In case of a local, state, national emergency, or any circumstances or disasters that are out of Yak Academy's control that require full-school closure will continue to be billed according to tuition schedule for the upcoming 2 months. The remainder of the months in which school-closure is required tuition billed will be 50% of your current scheduled school year tuition.
6. Cancellation
 - a. **Cancellation notice shall be given at minimum of 30 days before the next payment date.**

- b. Cancellation Fee is \$250
- c. No Cancellations will be granted in the months of December, May, June

Mother or Primary Guardian Signature

_____ /
Date

Father or Guardian Signature

_____ /
Date

Payment Information

I have read and agree to the prices outlined in the schedule and hereby authorize Yak Academy to automatically bill the card listed below. I understand that certain Tuition Plans involve automatic payments that may be cancelled at any time by contacting Yak Academy and making alternative payment arrangements. Note: A credit card is required for monthly payment plans.

Payment Method: Visa MasterCard Check Due 1st of the Month

_____ /
Credit Card Number Name on Card Exp. Date

_____ / /
Billing Address (if different than on previous page) Signature Today's Date

All information is considered confidential. A child's admittance into Yak Academy's extended immersion classes for preschoolers is at the discretion of the director. Yak Academy welcomes children of all races, religions and national origins.

To register, please fax, mail or drop-off this completed form with Deposit to Yak Academy by the deadline March 31st for the 2021-2022 school year.

Yak Academy
553 N. PCH Suite C
[Redondo Beach, CA. 90277]
[310-379-1045]
Email rbyakacademy@gmail.com

For internal use only

Date Received: Time Received: Received By:



Parent/Student Handbook

2021-2022 School Year

Spanish Immersion

Classes for Preschoolers

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Dear Parent,

Thank you for registering your preschooler for Spanish Language Classes at Yak Academy. We are thrilled to have your little one be a part of our school!

You are providing your children with an amazing gift, the ability to communicate in another language and gain exposure to exciting new cultures. Best of all, you are doing this in an enriching preschool environment.

We understand that throughout the year, you'll have plenty of questions about the program, our policies, and how to assist in your child's learning. Please don't hesitate to contact us at any time. We have also put together this Parent Handbook to serve as a reference guide for you. Inside, you will find an overview of our program and what you can expect from us. We have also included language learning tips and a resource list for ways to get your child's new language into your everyday life. Most of our tips have been collected from customer's feedback, so we encourage you to share your experiences with us as you find new and exciting ways of incorporating language in to your daily routines. You will also find a wealth of non-language resources to help your preschooler excel.

We recognize the time and financial commitment you have made to give your child the opportunity to experience the beautiful gift of language. We take that responsibility with great care and commit to providing the best possible language immersion experience for your child.

We are looking forward to an exciting school year!

Best Wishes,

The Yak Academy Team

Spanish Immersion Class Program Overview

At Yak Academy, we believe in the power of young minds and in doing our best to help those minds reach their full potential. After years of refining curriculum developed with leaders in the field, we are confident that our extended immersion program will be everything you want and more.

Philosophy

We believe children are intelligent. At a young age, children know what they like and learn better if the content being taught relates to their interests, can express their individuality and get their whole bodies involved (from head to toe). This allows a child's natural love of learning to take over encourages feelings of competency and increases the probability of classroom success.

We believe teachers make the difference. Our teachers are more than intelligent; they are also an interesting and globally aware group of native speakers. They are hard workers on a mission to create a climate of trust and respect from the child's point of view.

We believe there is a right way to aid in language acquisition. When children have to understand to "survive" (participate) in an immersion environment, they acquire chunks of useful language. This becomes even easier when every lesson is presented in a fun, play-based fashion. We keep our classes small so that instructors are able to keep things interesting, give individualized attention to your child, stay consistently aware of their progress and stay a step ahead of each child as they excel at his or her own pace.

We believe in a pressure-free environment. In an effort to inspire success, we create a feeling of "home" in our facilities. When children feel safe and nurtured in their environment, they have fun, express themselves, and most importantly, learn.

We believe in educating the whole child. Our program is more than just world language acquisition; it is about providing a foundation of learning for your child. This means our teachers closely track every aspect of your preschooler's development, creating happy, well-rounded children.

Goals

We strive to meet and exceed your expectations for your child's classes. In doing so, we can create HAPPY children with a love for languages and cultures.

- Help children achieve high levels of world language acquisition.
- Advance cognitive, social, physical and mental development in each child.
- Prepare children for Kindergarten.
- Provide a window into world cultures.
- Yield lifelong benefits of early language acquisition.

Curriculum

Our extended immersion class program is mapped to High/Scope Preschool Standards in addition to our own world language communication goals. Our teachers provide a consistent framework for the day that includes a balanced variety of learning opportunities. Children engage in both individual and social play, participate in group activities and assist in cleanup and self-care skills; all while being guided in the target language.

Extended Immersion Class Program Overview Continued

From a language perspective, our curriculum focuses on functional chunks of languages. This focus takes the “what” (vocabulary) and “how” (grammar) in language acquisition and combines it with the “why”, “whom”, and “when.” The curriculum will provide meaningful context for language acquisition, supported visuals, props, and non-verbal teacher communication to focus on rapid language development.

Our curriculum is designed around a consistent Daily Routine. The most important of this routine is the plan-do-review sequence, in which children make choices about what they will do, carry out their ideas and reflect upon their activities with adults and other children. Example of a Spanish Daily Routine will be as follows:

- **Greeting Time between 8:30 – 9:00am.** Greeting Time is the transitional period designed to help children make the shift from home to school. Children will have the opportunity to interact with all teachers and choose where they would like to play. Children will reacquire with the teachers and language.
- ***Please make sure to scan barcode to sign in your child.***
- **Clean Up (Adiós Juguetes) from 8:55a-9:00am.** Clean Up time is time to get all toys put away and all student back to their appropriate classes. Teachers will sing the clean- up song as they all run around putting toys away. During this time daily reinforcement of routines and procedures will be supported.
- **Circle Time from 9:00a-9:20am.** Children will sing on the rug and review greetings, colors, counting, body parts, alphabet, shapes, and calendar. They will repeat, sing, and chant with instructor. This Daily Routine segment encourages children to share their ideas, choices and decisions, as well as promotes self-confidence and a sense of control. Furthermore, it leads to involvement and concentration of increasingly complex play and activities.
- **Table Time 9:20a – 9:35am.** Work Time at the table is a more purposeful version of table time. During this time, children will re-inforce the vocabulary of the thematic unit that is being taught. Children will work with different materials such as crayons, markers, colored pencils and identify the correlation to the thematic unit. Daily table time also reinforces the students fine motor skills.
- **Planning Time 9:35a-10am.** Children will choose what areas of play they would like to participate in. 3 areas of play will be available for the children to play with classmates and teachers. Children will not only play and continue to be spoken in Spanish they will learn through challenges and will learn to solve problems encountered in play to see their plans through. Through visual cues around the classrooms, children will participate in group Clean-Up therefore enhancing self-care skills and teamwork.
- **Clean Up (Adiós Juguetes) from 10:00a-10:10am.** Clean Up time is time to get all toys put away and all student back to their appropriate classes. Teachers will sing the clean up song as they all run around putting toys away
- **Story Time from 10:10a – 10:25am.** Story time is when children reflect on their actions and what they learned throughout the day. This allows them to share with their peers, leading to application in future actions and interactions.
- **Wash Up from 10:25a-10:35am.** Children will line up and prepare to wash hands with the support of their teacher. Together they will sing the hungry/thirsty song
- **Snack Time from 10:35a – 10:55am.** The emphasis during Snack Time is on social interaction, shared conversation and self-care skills. Teacher will assist student with opening and closing of snacks
- **Classroom Library from 10:45a-10:55am.** As children finish eating they explore the classroom library by choosing a variety of Spanish books
- **Group Activity 1 Time from 10:55a – 11:15am.** The first Group Activity segment of the Daily Routine is typically based on math, science and/or art. Each child will be given the same set of materials to use for problem solving and creating.
- **Group Activity 2 Time from 11:15a – 11:35a.** The second Group Activity is typically based on music, movement, storytelling or group discussion with an emphasis on taking turns and sharing.
- **2nd Planning Time 11:35a-12pm.** Children will choose what areas of play they would like to participate in. 3 areas of play will be available for the children to play with classmates and teachers. Children will not only

play and continue to be spoken in Spanish they will learn through challenges and will learn to solve problems encountered in play to see their plans through. Through visual cues around the classrooms, children will participate in group Clean-Up therefore enhancing self-care skills and teamwork.

- **Wash Up from 12p-12:05pm.** Children will line up and prepare to wash hands with the support of their teacher. Together they will sing the hungry/thirsty song
- **Lunch Time from 12:05p – 12:20pm** The emphasis during lunch Time is on social interaction, shared conversation and self-care skills. Teacher will assist student with opening and closing of lunch
- **Music and Dance 12:20p-12:30pm.** Students will sing and dance songs being year around and through our thematic units
- **Closing Time staggered between 12:30-1:00pm.** This is the final part of the day, where instructors can review what the class has done that day, remind children of any important items to do for the next day, and say goodbye to each student. Children are dismissed only to the approved parent/caregiver.
- **FULL DAY STUDENTS WILL BEGIN A NEW CURRICULUM AND FOCUS ON LEARNING THE READING AND WRITING ASPECT OF THE SPANISH LANGUAGE. THEY WILL BEGIN AT THE RUG WITH RE-INFORCMENT OF THE LANGUAGE WITH A VARIATION OF TOYS CHOSEN BY THE TEACHER. THE REMAINDER OF THE DAY WILL HAVE 1 ADDITIONAL PLANNING TIME, MUSIC AND DANCE, GROUP ACTIVITY 1 OR 2.**

At every Parent-Teacher Conference, we will review your child’s progress and provide suggestions on learning at home. To help you reinforce language learning at home and to help your children on the path to fluency, we have provided resources to help you on this path later in the Parent Handbook.

Yak Academy Extended Immersion Class Policies

Registration Policies

Deposit

A \$250 deposit per child is due upon Registration and will be applied to the first month's tuition payment. Deposits are non-refundable once your child has been accepted to the program and **due no later than March 31st 2021 to secure a spot.**

Materials Fee

A \$150 non-refundable annual materials fee is due with your registration packet by **March 31st 2021.**

Tuition Payment

*First Payment**: Your first month's tuition is due on September 1st 2021. This payment may be paid by check or credit card. (Deposits and Material Fees are due by check or credit card before **March 31st 2021.**

***Subsequent Payments**: Subsequent month's tuition is automatically charged to your credit card on file the first day of every month.**

**Please check with your Center Director for your personalized payment amounts. 10% late fee applies after the 5th of every month*

Please Note: School Year Tuition is based on a 36-week calendar year. The calendar year begins September 7th through June 11th, 2021. Monthly tuition applies for full payment from September 2021 through June 2022. Tuition is not pro-rated at any time during the school year. NO CANCELLATIONS IN DECEMBER, MAY, JUNE.

Spring Break, Winter Break, and Thanksgiving Break are included in the price point. Please see the breakdown price chart attached for more detailed information. No makeups are available for these breaks due to the fact that they are already included in the price.

Cancelled Enrollment

A 30-day cancellation notice prior to your next scheduled payment date is required to stop classes. Early cancellation of your school year program will result in a \$250 cancellation fee.

Refunds & Credits

Monthly tuition payments are non-refundable. No refunds or credits are available for missed classes. No refunds or credits are available for missed classes.

Illness: All illnesses must be reported on or before the day of a missed class in order to receive a class makeup credit. All unreported illnesses will result in lost credit.

Drop Off Policy

Classes begin promptly at their staggered scheduled time between 8:30-9:00am for all students and 12:00pm for PM students. Teachers are available by appointment to discuss any issues or concerns. Each child will be signed-in by their Parents/Caregivers scanning the barcode located at the front outside doors. After dropping your child off, we request that you be available via cell phone in case of emergency. **No parents will be allowed to drop off in the classrooms or lobby area due to safety issues. Only live scanned and finger printed personnel of Yak Academy will be in the kid zone.**

Pick Up Policy

Classes will end promptly at their stagger scheduled time 12:30-1:00pm for AM Pick-up and 3:00pm for PM Pick Up. Children will be escorted to the front outside area of the center. During rainy day schedule children will be in the front office area.

Parents/Caregivers will scan the barcode notifying pickup. Before being released, each child must be signed out by the Parent/Caregiver by scanning the barcode located outside the front doors. Please keep your Child Pick-Up Authorization Form updated. Staff may request a Driver's License or State ID before releasing the child.

Late Fee Policy

Pick up **after 10 minutes** from ending class time will result in a late fee. Children will be brought to the front office with center director. We will notify the contacts from your registration packet. Pick up fee applies on a daily basis. Late pick up **after 10 minutes will result in a fee of \$20 per 15 minutes**. A slip will be provided on arrival.

Cancelled Classes

If Yak Academy cancels a class: Your Class Teacher or Center Director will contact you right away if a class is being canceled. You will have a choice of receiving a prorated credit for the amount of the cancelled class, or attend a make-up in one of our Learning Center's weekly 60-75 minute classes.

If a Parent/Caregiver cancels a class: Refunds and credits are not available for missed classes. You may choose to request a make-up in one of our 60-75 minute weekly classes at our Learning Center.

Health and Safety Policies

Accidents & Incidents

All physical accidents and severe behavioral incidents will be recorded in either an Accident Report Form or an Incident Report Form and kept on file. Parents will be supplied with copies. Our "BOO BOO" Notes will go inside to students backpack and parents will be informed in privacy.

Child Abuse & Maltreatment

At Yak Academy, we understand that every child gets cuts, bumps and bruises; however, if your child's Teacher or Center Director suspects child abuse or maltreatment, we will handle the situation with care. Any and all suspicions and findings will be reported to the Parent/Caregiver and governing authorities as

well as kept on file for the child's safety. If you would like more detailed information on our Child Abuse & Maltreatment policy, please ask your Center Director.

Cleanliness

Between classes and projects, our Teachers will make every effort to disinfect materials. In addition, our Teachers wash their hands before class, at snack time, and throughout the day.

Discipline Policy

Our policy is to encourage child self-control, self-direction, self-esteem and cooperation. The goal is to guide children towards making appropriate choices by themselves and not rely on adults to make behavioral decisions for them.

Dress Code

Please dress your children in simple clothing so that we can continue to encourage self-care should your child need to use the restroom or change their own clothing. Additionally, we ask that you leave one complete change of extra clothes with labels at school. **Please place them in a plastic Ziploc bag and label the outside of the bag with your child's name.**

Emergency Procedures

In the case of a Fire, Earthquake or other disaster, Yak Academy has emergency procedures in place for your child's safety. Once the coast is clear and the children are accounted for, Parents/Caregivers will be notified and given safe pick-up instructions. If you would like detailed information on any of our emergency procedures, please ask your Center Director for details.

Food

During each class, snacks are offered. **Please note that we have a peanut-free environment and do not have the ability to refrigerate snacks.** If your child has food allergies or dietary restrictions, please let staff know. Parents/Caregivers may bring an alternate snack for the child, not to be shared with other children. Typical snacks include: Fresh Fruit, Cereals, Pretzels, Goldfish Crackers and water.

Illness

If your child has a cold or is not feeling well, please keep him or her home. Likewise, if a teacher is not feeling well, we will use a substitute teacher or cancel the class. All students' temperatures will be taken before entering the center. All students and staff are temperature checked before entering the building.

Lunch

We try to encourage good eating habits and table manners. Children eat with teachers and peers. Hands are washed prior to eating. We discourage candy, sweets and juice. As children eat, we review manners such as: not eating with your mouth full, not playing/throwing food. Children are not allowed to share food with friends. We are a peanut free school.

Outside Objects (Gum, Food, Toys, etc.)

Please refrain from allowing children to bring personal toys or objects of any kind into the classroom unless otherwise instructed by the Class Teacher. Should your child bring in an item to share on designated days, please have your child's name on the item.

Teacher background Check

Because the health and safety of your children is of the utmost importance to Yak Academy, though not required by law, we willingly and gladly adhere everywhere possible to state-mandated guidelines regarding education and treatment of children and toddlers. This includes the screening of Teachers for Tuberculosis, fingerprinting and conducting criminal and background checks on all employees and instructors. All our teachers are first Aide and CPR certified.

Restroom / Potty-Training

All students must be potty-trained. If a child needs to use the restroom, our staff will direct them there. Our staff will help a child who asks, unless otherwise instructed by parents.

Potty in training transitional 2's students will have to transition their child into pull ups. We believe highly in the monkey see monkey due technique. The students will mimic their classmates that are no longer in diapers.

Special Needs

If your child has special dietary, medical or other needs, please make the staff aware. A completed Medicine Release Form is required to dispense any and all medication to your child. Medicine Release Forms can be requested through your Center Director.

Making the Most of the Spanish Immersion Class Experience

Language Production Tips

Parents, you play a critical role during your child's extended immersion class experience. To make your involvement in the target language easier, we will be providing you with an email each month with a .pdf file. The file has our current thematic unit and highlights vocabulary words. Please print and review with your child. By reviewing this unit with your child, we hope to help them recall functional chunks of the target language in an environment outside of the classroom. Ultimately, we suggest reviewing these materials after school as a tool to encourage your child to talk in the target language. Here are some tips on how to use these materials to help extend and strengthen your child's learning experience.

- Focus on creating a context for reviewing the day and language practice. Language is only meaningful to a child when it has purpose.
- Remember to keep it fun! Don't pressure the child to speak in the target language until they are ready. Since language at an early age is acquired, not taught, your goal is to "expose" not to "teach".
- Be Patient. While speech production can take time, this does not mean the child is not learning. Receptive (understood) Language almost always exceeds Expressive (spoken) Language. This means that many children are actually a few steps ahead of where their parents believe they are, linguistically speaking.

Making the Most of the Spanish Immersion Class Experience

Continued

At Home Reinforcement Ideas

We have polled our parents and searched the web for practical ways to bring your child's new language into your everyday life! They won't all work for you, they won't all interest your child, but we hope that you will at least find a few fun and meaningful ways to increase your child's exposure to the language.

- Carve out small pieces of the day exclusively for the world language. After they have mastered the concepts for that part of the day, add a second, third and so on (bath time, snack time, story time, morning play, pre-nap, etc.)
- Introduce them to world-language picture books, audio and videotapes with dialogues and songs geared to young children.
- Have your child watch his or her favorite DVD in the target language. Most DVD's come with at least a few language options available, usually accessible from an options or preferences area of the DVD.
- Watch cable-television cartoons and shows broadcast in other languages.
- Ask for a world language menu at your favorite local, authentic restaurant.
- PBS offers an excellent selection of shows, games and materials in different languages.
- Holidays/Festivals- Plan a trip to have your child "experience" a cultural festival or holiday.
- Request bilingual materials from the library
- Board Games
- Label common household objects.
- Invite the language into your Home!
 - Have guests over for dinner that speak the language and encourage them to speak to your child in the language. Remember to keep it fun though!
 - Help your kids find overseas pen or email pals. There are organizations dedicated to providing parents and children with safe and secure means by which to allow children across the world to connect.
 - Consider hosting an exchange student. Again, there are many national and accredited organizations that support safe ways to bring international students into your home.
- Music is a critical avenue for language acquisition! Audio CDs and free internet radio stations in the world language provide an enjoyable way to continue your child's exposure.

Spanish Language Resource & Product Guide

Here are a number of world language resources and products available for purchase. Yak Academy does not endorse these resources, but merely provides them as options to reinforce your child's learning at home. Languages available are listed in **bold** print. Individual websites are provided to look up more detailed product information.

Pronunciation Guides

- www.ielanguages.com: A tutorial website offering assistance in **French, German, Italian and Spanish**, as well as other European Languages. Contains pronunciation guides, alphabet and number, basic phrases, thematic vocabulary and much more.

Language Translation

- <https://translate.google.com/>: Provides world language translation to and from English to **French, German, Italian, Spanish, Mandarin and more.**
- <http://www.youtube.com/user/Butterflyspanishola>

Where to Buy Online

- www.multilingualbooks.com: A large selection of multi-lingual books, software, videos, etc.
- www.amazon.com: Most products listed in this document are available at this website.
- www.bilingualbooks.com: A wonderful selection of **Spanish** materials to purchase, including audio CDs, activities, games, flashcards and books written with Spanish and English appearing side-by-side.
- www.worldlanguage.com: A large selection of materials for purchase, including books, CD-ROMS, games, flashcards, music and more available for over **40 languages**
- www.chinasprout.com: Chinese cultural and educational products with wonderful selections.
- www.theusbornebookstore.com: Offer **Spanish, Mandarin and Spanish** books.
- www.language-littles.com: Language Littles (Dolls) in **Mandarin, French, German, Italian, Spanish and more.**

Where to Buy Locally

- Barnes & Noble or www.barnesandnoble.com: Local stores have a decent world language selection within their children’s section, mostly of translated American books.

Online Resources

- Mommy Maestra or <http://www.mommymaestra.com/> : Offers lots of free printables.
- Spanish PlayGround or <http://www.spanishplayground.net/> : Offers ideas of implementing language in the home.
- Mandarin Flash Cards: <http://www.semamda.com/>
- Youtube: Look for bilingual nursery songs

Apps

- Kids Lingo
- Reading A to Z
- Spanish School Bus
- Little Pim

2021-2022 School Year (36 Week Total)	September 2021– June 2022 (42 Week Total)
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<p align="center">**THIS IS AN EXAMPLE OF THE CALENDAR AND PAY BREAKDOWN THAT YAK ACADEMY USES**</p>	<p align="center">**THIS IS AN EXAMPLE OF HOW IT WOULD LOOK IF YOU WERE BILLED ON A MONTH TO MONTH BASIS**</p>
<p>Student Attends: 3 FULL Days per week</p> <p>\$750 monthly divided by 12 (total number of school days per month) = \$62.50 PER class / \$187.50 per week</p> <p>\$187.50 per week X 36 weeks in a school year = \$6,750</p> <p>The reason it is 36 weeks versus traditional 42 weeks is because we do NOT count the following breaks in the price point:</p> <ul style="list-style-type: none"> 1 week of Thanksgiving 2 weeks of Winter Break 1 week of Spring Break 3 weeks of June <p>So, while you do pay a full month in December and a full month in June, the prices point for the weeks off have already been taken into account.</p> <p>36 weeks are distributed into 10 equal payments (September through June)</p> <p>PLUS, you are able to make up <u>all single day holidays</u> (Labor Day, Martin Luther King Jr. Day, President’s Day long weekend, and Memorial Day) = Total of 5 days</p> <p>**NO CANCELLATIONS IN DECEMBER, MAY, OR JUNE**</p>	<p>Student Attends: 3 FULL Days per week</p> <p>\$750 monthly divided by 12 (total number of school days per month) = \$62.50 PER class / \$187.50 per week</p> <p>\$187.50 per week X 42 weeks in a school year = \$8,062.50</p> <p><i>**The above shows the total price and number of weeks it would be if the price point included the breaks noted on the left column. **</i></p> <p>We’ve distributed payment across the school year so that the months that are 5 weeks versus the months that have holidays are offset and balance each other.</p> <p>That allows us to make billing more manageable, as we do not have to pro-rate the months that are “shorter” due to holidays.</p> <p>Otherwise you would have some months that would be at \$750 (traditional 4 week month) and other months at \$937.50 (example of months with 5 weeks – March 2022, May 2022)</p>

Parent/Student Handbook Form

I have been given a copy, and have read and agreed to the "Yak Academy™ Parent/Student Handbook 2021-2022 School Year Extended Immersion Classes for Preschoolers.

Child's Name _____

Parent's Name _____

Parent Signature _____

Date _____

Late Fee Policy Form

*Pick up **after 10 minutes** from ending class time will result in a late fee. Children will be brought to the front office with center director. We will notify the contacts from your registration packet. Pick up fee applies on a daily basis. Late pick up **after 10 minutes will result in a fee of \$20 per 15 minutes**. A slip will be provided on arrival.*

I have read and agreed to the Yak Academy Late Fee Policy. I understand that all late fees will be billed directly to my credit card. A slip will be provided for verification. I acknowledge all teachers must continue teaching students enrolled in later sessions, and calling in as a notification for tardiness will still acquire a late fee.

Child's Name _____

Parent's Name _____

Parent Signature _____

Date _____

Photo Release Form

At Yak Academy, we take pictures and videos to illustrate what your child is doing in the classroom, activities, and field trips. We use them in multiple ways—for your child’s portfolio, for the bulletin boards in the classroom, the monthly newsletter and our yearbook. In addition, photos may be used for our website or Facebook page.

Please complete this form so we know if you want or don’t want your child’s pictures used in these ways.

Please complete the following:

Child’s Name: _____

____ I give permission to Yak Academy preschool to take photos and/or video of my child.

____ I do NOT give permission to Yak Academy preschool to take photos and/or video of my child.

I understand that these photographs and/or videos will not be sold, distributed or placed on unsecure Internet web sites without my written permission.

Parent/Guardian Signature: _____

Date: _____

If you have any special concerns or restrictions you would like to add please write them here:
