



Notre Dame Urban Education Center

14 East 8th Street
Covington, KY 41011
859-261-4487

COVID-19: Early Learning Registration Packet

Mission Statement

Notre Dame Urban Education Center exists to offer transformative educational programs to individuals and families, providing support, restoring hope and promoting a fully human life for all.

NDUEC

offers a Kindergarten readiness program for children who turn 4 yrs. by August 1, 2020. Our goal is to prepare your child for Kindergarten.

Educational Response to COVID-19

NDUEC will follow Kentucky's *Healthy at School* and the CDC guidelines for everyone's safety.

- Early Learning begins Tuesday, September 08, 2020, and ends Thursday, May 13, 2021. The cost for this program is **\$125 per student per month** paid on the first school day of the month. Families may apply for **limited** financial assistance by **completing** the form attached in this registration packet. You must include your current tax Federal Income Tax return for consideration for assistance.
- NDUEC building is open from 7:45 a.m. – 11:45 p.m. Class is from 8 a.m. – 11:30 p.m. NDUEC has sessions Monday through Thursday.
- A snack and drink are provided daily.
- It is very important to **inform the Center before 7:30 a.m.** if your child will not attend that day. Call 859-261-4487 and leave a message or email jbishop@nduec.org.

COVID-19 Response

- Parents must sign the waiver and required student rules form attached to this packet.
- The building is marked for social distancing and is stocked with hand sanitizer. Our staff, volunteers and children will be screened before given permission to enter the building. **All are required to wear a face mask and/or face shield.** Please be sure your child has one and knows he/she must wear it the entire time at the Center. At the end of each day, the building and school material will be sanitized.
- Students will be screened before entering the building. If a child does not pass the screening, he/she will be sent back to the car. Screening includes taking the child's temperature and asking simple questions regarding COVID-19 symptoms. Once inside the building, the students will be assigned to a personal work area.
- **Water fountains** will not be used at this time. Students are encouraged to eat, drink, and use the restroom **before** coming to the Center. We are hoping the children can handle these directives for the two-hour
- Restrooms will be sanitized after each use.

Notre Dame Urban Education Center

Mrs. Julaina Bishop, M. Ed

Early Learning Teacher with 31 years educational experience

Notre Dame Urban Education Center



Early Learning Student Registration 2020-2021

**A non-refundable fee of \$50 is due at time of registration.
This fee will not be applied towards cost of program.**

Please print neatly.

Student's Full Name _____

Student's birthdate _____ *Student must be four years August 1, 2020 to qualify for this program.*

Parent/Guardian's Name _____

Mailing Address _____

Parent/Guardian's Phone Numbers Cell _____ Work/Home _____

Parent/Guardian's email address _____

Emergency Contact Information

Adult Contact Name _____ Relation to the Student _____

Adult Contact's Phone Numbers: Cell _____ Work _____

Alternate Contact Name _____ Phone _____

Please list all your child's allergies _____

If an emergency occurs, do we have your permission to take your child to the hospital? YES NO

Doctor's Name _____ Phone _____

Preferred Hospital/Clinic _____

Parent/Guardian Authorization

My child will be picked up by _____ Relationship to the Student _____

Parent/Guardian signature _____ Date _____

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In the event that neither I nor the alternate contact listed above can be reached in an emergency, I authorize the attending physician to administer proper and necessary treatment for the safety of my child.

Parent/Guardian signature _____ Date _____

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I authorize Notre Dame Urban Education Center to use photographs or video clips of my child and/or survey my child either through interviews or questionnaires for publicity purposes or data collection.

Parent/Guardian signature _____ Date _____

**Complete and return the Early Learning Registration & \$50 to NDUEC by August 31, 2020.
Space is limited! Register NOW!**



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859-261-4487

www.nduec.org

Financial Assistance Application 2020-2021

Mission Statement

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Please submit your current Federal Income Tax return with this completed application.
Financial assistance will not be considered without your tax form.

Parent/Guardian Name _____

Parent/Guardian Best Contact Phone Number _____

Child/ren _____

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•Parent(s)/Guardian income      \$ \_\_\_\_\_

•SNAP (Food Assistance)      \$ \_\_\_\_\_

•WIC (Women Infant Children)      \$ \_\_\_\_\_

•Medicaid      Circle one      Yes      No

•Child Support      \$ \_\_\_\_\_

•Unemployment (80-99 weeks)      \$ \_\_\_\_\_

•Disability Benefits      \$ \_\_\_\_\_

•Section 8 Housing Assistance      \$ \_\_\_\_\_

*Submit this completed financial aid application to NDUEC with completed student registration.*

I affirm that all the information contained on this form is correct.

Parent/Guardian signature \_\_\_\_\_ Date \_\_\_\_\_



**NOTRE DAME URBAN EDUCATION CENTER, INC. – Early Learning**

**WAIVER/RELEASE FOR COMMUNICABLE DISEASES INCLUDING COVID-19  
ASSUMPTION OF RISK / WAIVER OF LIABILITY / INDEMNIFICATION AGREEMENT**

In consideration of my child/ren, \_\_\_\_\_, attending the Early Learning program at the Notre Dame Urban Education Center, Inc. the undersigned acknowledges and agrees that:

1. My child's attendance and participation in the Homework PLUS program is voluntary and I am aware of the COVID-19 virus as reported by the CDC; and
2. I understand that my child's attendance and participation include possible exposure to and illness from infectious diseases including but not limited to MRSA, influenza, and COVID-19. While particular rules and personal discipline may reduce this risk, the risk of serious illness, disability and death does exist; and
3. I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS, both known and unknown, EVEN IF ARISING FROM ALLEGED NEGLIGENCE OF THE RELEASEES or others, and assume full responsibility for my child's participation; and
4. I willingly agree to comply with the stated and customary terms and conditions for participation and will take steps to protect against infectious diseases including abiding by all rules for continuing participation to keep my child, other children and employees safe; and
5. I, for myself and on behalf of my child, heirs, assigns, personal representatives and next of kin, HEREBY RELEASE AND HOLD HARMLESS Notre Dame Urban Education Center, Inc, its officers, board members, officials, agents, and/or employees, other participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and lessors of premises used to conduct the event ("RELEASEES"), WITH RESPECT TO ANY AND ALL ILLNESS, DISABILITY, DEATH, or loss or damage to person or property, WHETHER ARISING FROM THE NEGLIGENCE OF RELEASEES OR OTHERWISE, to the fullest extent permitted by law. I further agree not to sue and discharge and hold harmless Releasees from all liabilities, claims, actions, damages, costs or expenses of any kind arising from any illness, disability or death relating to my child's participation in the Summer Academics Program.

**This is to certify that I, as parent/guardian, with legal responsibility for my child, have read and explained the provisions in this waiver/release to my child/ward including the risks of presence and participation and his/her personal responsibilities for adhering to the rules and regulations for protection against communicable diseases. I for myself, my spouse, and child/ward do consent and agree to his/her release provided above for all the Releasees and myself, my spouse, and child/ward do release and agree to indemnify and hold harmless the Releasees for any and all liabilities incident to my minor child's/ward's presence or participation in these activities as provided above, EVEN IF ARISING FROM THEIR NEGLIGENCE, to the fullest extent provided by law.**

Print Name of Parent/Guardian \_\_\_\_\_

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



**NOTRE DAME URBAN EDUCATION CENTER, INC.**

**Early Learning  
RULES FOR PARTICIPATION**

COVID-19 has presented unique challenges for all of us this year. Notre Dame Urban Education, Inc. is happy to offer the Early Learning starting September 8, 2020. In order to keep the children, volunteers and our staff safe, we have implemented the following rules and guidelines:

- ✓ Do not send your child to the program if your child is experiencing any of the following symptoms exist or has been exposed to someone with these symptoms:
  - Fever
  - Cough
  - Shortness of breath
  - Loss of taste/smell
  - Chills
  - Muscle pain
  - Sore throat
- ✓ Immediately report if your child is experiencing any of these symptoms or has tested positive for COVID19 or has been exposed to someone who is positive for COVID19
- ✓ Not report to the program for 14 days after a positive test or being exposed to someone with COVID19 and provide a doctor's release prior to return
- ✓ Not report to the program for 14 days if the child has traveled to a location that is under a CDC Level 3 Travel Health Notice
- ✓ We will screen each child before entering the building for a fever or any symptoms of COVID19
- ✓ Provide face coverings for your child
- ✓ Your child may not share any objects or food with other children, volunteers or staff
- ✓ Educate your child on proper handwashing and hygiene
- ✓ Remind your child to remain 6 feet away from other children whenever possible
- ✓ Contact Sister Maria Therese at 859-261-4487 who is the point person for any COVID19 related issues

*I have received and read the above rules and agree to abide by all such rules.*

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

Child/ren's Name/s: \_\_\_\_\_