

A BOUTIQUE, PRIVATE  
ELEMENTARY EDUCATION  
FOR THE 21ST CENTURY

HOME ENVIRONMENT ●  
MODERN PHILOSOPHIES ●  
ADVANCED CURRICULUM ●



WEARETHINKSCHOOL@GMAIL.COM  
212-829-3516

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## WELCOME TO YOUR APPLICATION FOR THINKSchool!

In the following pages, you will find all of the most important details, so **please read carefully**. In order to confirm your seat for 2023-24, this application and a \$500 registration fee must be submitted alongside your application!

The registration fee is later applied **to your tuition balance** if you enroll with us. If you decide not to enroll, or enrollment is not offered, the registration fee is refunded to you. Once your application is filled in, please email a copy to us to:

**[WeAreThinkSchool@gmail.com](mailto:WeAreThinkSchool@gmail.com)**

You can contact us via email with any questions, comments, etc., or schedule a direct phone call with us. The best number to reach us at for general inquiries is 347-973-9807. You can contact us via email with any questions, comments, etc., or schedule a direct phone call with us. The best number to call/text us at for general inquiries is 212-829-3516.

As you may know, we are currently “license pending” for private school accreditation. We are sure you can imagine that this process is not an easy journey, and we are still working on processing. Since there is no guarantee that we can offer you on when the license will come through, we will simply continue with the homeschool option until such time that a license comes through. This doesn't change anything for your child as a student and we will provide all documentation required for the state.

**First and foremost, let's discuss grade and class allocations!**

We will offer K-5, but, assuming the state grants us our school licensing, kindergarten will have to continue as a homeschool enrollment for children who will be 5 or younger at the start of the school year (September 2023.)

- Kindergarten class
- 1<sup>st</sup> grade class
- 2<sup>nd</sup> grade class
- 3<sup>rd</sup> grade class
- 4<sup>th</sup> grade class
- 5<sup>th</sup> grade class

We are planning on a max of 15 students per class, however, depending on the placement exams that each student will take, there may be one or two additional students as needed, for certain subjects.

**By enrolling your child in the 2023-24 school year at THINKschool, you are committing to pay for the entire school year, September – June, even if you decide to leave before the conclusion of the year. There are no exceptions here under any circumstances.**

**Now, let's talk about the school day and tuition!**

All students will be required to stay the entire school portion of the day, 9:00 AM – 4:00 PM. School opens at 8AM and all students must be in school by 8:45 AM to start their classes at 9 AM.

**TUITION BREAKDOWN**

*\*school tuition will be paid monthly for the 2023-24 school year.*

THINKschool strives to keep our tuition rates low. Our program does not receive governmental assistance and is not subsidized by any outside organizations. Prompt payment of tuition is vital and essential for the ongoing operation of THINKschool.

<b>NEW STUDENT PRICING</b>
<b>School tuition:</b> \$12,500 annually (\$1,250 monthly)
<b>After-school:</b> \$3,750 annually (\$375 monthly) 4:00 - 6:30 pm includes 1 snack
<b>Meal plan:</b> \$2,750 annually (\$275 monthly) <i>includes hot lunch and 2 snacks daily</i>

**All tuition payments for the school year will then be due on the 1st of the month, paid ahead of time**

*Ex. On August 1, 2023, September tuition is due; On September 1, 2023, October tuition is due; etc.*

**Optional Additions. Please check what you are interested in.**

- Meal Plan - \$275 monthly     After-School - \$375 monthly

## Now, let's get you applied!

This form must be submitted alongside your registration fee, which is \$500. The registration fee secures your spot until your parent/student interview. If offered admission, your deposit of \$1,500 is due.

**Deposits are non-refundable under any circumstances so please be sure that you are ready to commit prior to submitting your deposit. Due to the small and limited nature of our school, we cannot hold spots without a deposit when there is interest in that seat for another student. Thank you for understanding.**

The registration fee is credited towards your tuition balance. The deposit, however, is held until the last month of school and applied to that month's tuition (June 2024.) Tuition payments are due promptly by the 1<sup>st</sup> of each month, paid a month ahead. Please understand that tuition payments help us continuously run the school, pay our staff, and provide materials and additional tools for your child's success. Late payments are subject to additional charges and missed payments may result in your child not being able to attend classes until a balance is paid off.

A student's registration packet will be considered complete when it contains the following documents:

- Tuition Agreement
- Medical Form
- Parent Involvement Contract
- Health Examination form

### **Admissions Criteria:**

THINKschool seeks to enroll students with above average capability who are of good moral character. Students are admitted on the basis of academic abilities based off of the initial assessment and the parent/student interview. We strive to make a fair decision based on the services that our program can provide for each child, as well as what the student can contribute to our program. We offer a rigorous curriculum and high standards for our students. Should a student not be offered enrollment, this decision will be based solely on the fact that our program would not be the best fit for your child's needs.

Our philosophy is to create and foster an environment within which children can learn, grow, and develop interests in an individualized manner. We hold high standards for our students, however, likewise offer them the environment needed to enhance their own learning styles. As a result, students are welcomed with an open mind for exploration and development. Students will, of course, be required to adhere to our curriculum and standards, however, will be given the opportunity to take the time required on their academic journey. With the assistance of our fluid placement system, all students within the program, including those who advance quickly and those requiring a bit of additional support, will have the opportunity to learn as they go and shift classrooms as needed by level. Should a student fall behind at any point, our director and your child's teacher will set a meeting time to discuss additional options. As always, parent involvement is a crucial aspect of success in our program.

THINKschool admits students without regard to sex, race, color, nationality, or ethnic origin. We set high goals for our students, and we expect them to work hard and strive to reach their potential with the support of their parents/guardians.

Please note that additional information and a more detailed description of our classes and program will be provided in the secondary registration. We will likewise hold an orientation for parents and students prior to classes beginning.

## Basic Student Information

Student's First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Sex:  F  M

Date of Birth: \_\_\_\_\_ Grade Level Registering for: \_\_\_\_\_

Student's Home Address: \_\_\_\_\_  
\_\_\_\_\_

Last School Attended: \_\_\_\_\_

Was the student allowed to re-enroll in the previous school? \_\_\_\_\_

*If no, please explain:* \_\_\_\_\_

Did the student fail any classes the previous years? \_\_\_\_\_

*If yes, please explain:* \_\_\_\_\_

Has the student ever repeated or skipped a grade? \_\_\_\_\_

*If yes, please explain:* \_\_\_\_\_

Has the student ever been homeschooled? \_\_\_\_\_

*If yes, what grades?* \_\_\_\_\_

Does the student have any learning difficulties? \_\_\_\_\_

*If yes, please explain:* \_\_\_\_\_

Has the student ever been professionally tested for one of the following:  
ADD/ADHD, SLD, Hearing, Vision, Speech, or any other? \_\_\_\_\_

If yes, discuss the results with us directly and include a copy of the report.

*\* please know that we do **not** determine an enrollment decision based on these.*

Has the student ever been suspended from school? \_\_\_\_\_

*If yes, please explain:* \_\_\_\_\_

Has the student ever been expelled from school? \_\_\_\_\_

*If yes, please explain:* \_\_\_\_\_

Has the student had a behavioral problem? \_\_\_\_\_

*If yes, please explain:* \_\_\_\_\_

Does the student have access to appropriate research materials such as internet access?

Yes

No

## Basic Parent Information

### Parent 1:

Full legal Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Place of Employment: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address if different from student's: \_\_\_\_\_

Email: \_\_\_\_\_

College attended & Degree Earned: \_\_\_\_\_

### Parent 2:

Full legal Name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Place of Employment: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Address if different from student's: \_\_\_\_\_

Email: \_\_\_\_\_

College attended & Degree Earned: \_\_\_\_\_

**Emergency Contacts:** Please list two people other than parents:

### Emergency Contact 1:

Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

### Emergency Contact 2:

Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

# Medical Release Form

Student's Full Name: \_\_\_\_\_

Does the student have any medical conditions that would prohibit full participation in courses or athletic programs throughout the school year? \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

Student's physician information:

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

Address: \_\_\_\_\_

The information provided by me in this release form is, to the best of my knowledge, accurate and true. As indicated by my signature below, I authorize THINKschool and all personnel to consent to any emergency treatment of my minor child, \_\_\_\_\_, which shall in my absence be deemed necessary. This shall include examination, anesthesia, medical diagnosis, surgery, or treatment and/or hospital care of the minor child and upon the advice of a physician or surgeon licensed to practice medicine in the United States of America. I acknowledge that I will be responsible for any cost incurred by this treatment. I understand that THINKschool does not provide health insurance to students. This authorization shall be valid during the 2023-24 school year only.

I understand that additional medical consents may be sent with the secondary registration form in compliant with all New York City/State regulations and requirements.

Full Parent Name Printed: \_\_\_\_\_

\_\_\_\_\_  
Signature of parent/guardian

\_\_\_\_\_  
Date

## THINKschool Financial Contract 2023-24 School Year

Parent Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M.I.: \_\_\_\_\_

Parent Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M.I.: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Parent 1 Phone: \_\_\_\_\_ Parent 2 Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

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

## THINKschool Admissions Agreement

- The parents or guardian are responsible for the total amount of tuition for the program selected.
- Parents or guardians are responsible for making punctual tuition payments.
- Cash, check, credit card, Venmo, and Zelle (QuickPay) payments are accepted. Each credit card transaction received an additional 3.99% convenience fee.
- In order for report cards, transcript, or any other documentation stating proof of work to be issued, there can be NO OUTSTANDING BALANCE.
- Early withdrawal will not result in any refunds and all payments are final and nonrefundable. You will still be responsible for paying the remainder of the year's tuition. There are no exceptions to this policy.

*I understand and agree. Signature: \_\_\_\_\_*

### Parent/Guardian and Student Conduct Policy

- All parents/guardians and students must comply with the rules and regulations set forth by THINKschool throughout the entirety of the program.
- Students and parents/guardians will be respectful of the teachers and administration.
- THINKschool reserves the right to expel any student whose parent/guardian (or student themselves) displays uncontrollable behavior or consistently disobeys the rules and regulations.
- THINKschool has a no tolerance policy for misconduct, bullying, and failure to meet academic standards.
- Students that continue to violate the conduct policies or fail to meet academic expectations of THINKschool may be dismissed at the discretion of the administration with no refunds.

*I understand and agree. Signature: \_\_\_\_\_*

### Attendance Policy

- Attendance to scheduled classes is mandatory.
- Parents/guardians must contact management if the student is going to be absent for any reason.
- The parents/guardians will be responsible for contacting all of his/her teachers in order to obtain the homework assignments for the days missed.
- Late work during the grading period is penalized.
- Should a student fall ill for any reason during the program, a medical note explaining that they are fit to return to class and do not pose a risk of spreading any illness will be required.
- Any student displaying **any** potential symptoms will be asked to leave immediately and a parent/guardian must come pick them up if called. We also reserve the right to request a Covid test when warranted.

*I understand and agree. Signature: \_\_\_\_\_*

### School Arrival/Departure Policies

- Parents/guardians will drop off and pick up students on time. Any student who is consistently not picked up on time at the end of the program selected is subject to additional charges.
- As an attempt to limit spread, risk of infection, and safety of students and staff, parents/guardians are not and will not be permitted to enter the premises.

I understand and agree. Signature: \_\_\_\_\_

### Media Release

I hereby give permission for my child to be photographed/videod as part of routine throughout the year. I understand that this media may be used to keep a journal of activities, to share during power point presentations and/or reports to our donors and for promotional purposes including flyers, brochures, newspaper and on the internet. I understand that although my child's photograph may be used for advertising, his or her identity will not be disclosed, I do not expect compensation and that all media is the property of THINKschool and its affiliates.

Child's Name: \_\_\_\_\_ Parent's/Guardian's Name Printed: \_\_\_\_\_

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

## Parental Involvement Contract

As parents/Guardians of a THINKschool student, you are required to adhere to our parental involvement guidelines throughout the entirety of your time enrolled. By enrolling your child in our program, you commit to serve as collaborators with the faculty, administration, and students to achieve excellence in the educational goals for our students through academic, social, moral, and civic engagement

- In order to stay connected with your child's school experience, you agree to log in to our app daily for updates on your child's behavior and performance. You also agree to be informed of your child's homework, grades, and any other announcements from the program/your child's teacher.
- Support the school's conduct codes and policies. Review this with your child so they can manage themselves during the day.
- Encourage a minimum of 15-30 minutes of daily reading at home. Log completed books in the student's reading journal.
- Set the bar high for your child to reach success and communicate your clear expectations for academic success. Support daily classwork, homework, and projects, ensuring completeness to the best of the child's ability. Please note that in order to receive a passing grade and credit for each semester's classes, students must achieve at least a B+ in each class. Should a student be at risk of not meeting this requirement, a meeting with the parents will be set to discuss additional options.
- Attend each parent-teacher conference throughout the program to discuss your student's progress, typically held once/semester.
- Submit updated student and parent information to the office within seven calendar days of any changes.



## Additional Policies and Reminders

Please note that the safety of your child is of the utmost importance to us and our policies are in place for strictly that purpose. We appreciate your understanding and trust!

- We take **bullying and uncontrollable behavior very seriously**. We will collectively attempt several solutions and/or mediations, however, should none of our efforts work, we will be forced to proceed with expulsion procedures. If an issue arises and continues with no resolution, the child will be asked to leave the program with no refund. If a child consistently displays poor behavior, breaks the rules, becomes in compliant to our rules and regulations, or poses harm to other students or staff, the child will be asked to leave the program with no refund.
- Children are not permitted to bring any electronics or valuables to the program. Children are likewise not permitted to bring in any toys from home. Any such belongings will be taken away and held until pick-up at which time they will be given back to the parent/guardian with a warning.
- Should there be any presentation of illness, or failure to comply with hygiene regulations, your child will be sent home for the day. You will receive a one-time warning regarding the cleanliness and hygiene requirements. If a child consistently arrives to the program having broken these requirements, you may be asked to leave the program with no refund.
- Each child **must** have all required texts and materials throughout the program. These get sent home on days that homework is assigned in any of these, but must be returned the following day. Children consistently missing homework and other assignments will result in a meeting with the parents. We keep our homework load light, but it is an integral part of our program.

**Please sign below to assure that you have read, understood, and agree to these policies.**

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

Parent's Full Name: \_\_\_\_\_

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