



# Berkeley Rose Waldorf School

## Policy Receipts 2017/2018

### All grades Walks & Field Trip Permission Form

I, \_\_\_\_\_ (print full name), give my permission for my child,

\_\_\_\_\_ (print full name of child), to go on field trips, which may include:

- Willard Park at 2500-2530 Derby St, Berkeley, CA 94705
- Clark Kerr Fire Trail /Stonewall-Panoramic Trail, at the top of Dwight, Berkeley 94705
- Live Oak Park at 1301 Shattuck Ave, Berkeley 94709
- Codornices Park at 1201 Euclid Ave, Berkeley 94708
- Berkeley Public Library Claremont Branch at 2949 Benvenue Berkeley 94705
- Daily walks in the neighborhood surrounding the school.

When traveling to and from parks and taking walks in the neighborhood, children will always be under adult supervision. They will cross intersections after traffic has been stopped by a teacher holding a stop sign and they will continue using the same safety protocol until they reach their destination and when they return back to school.

While at parks, the children will be playing in the meadow or at the playground, under adult supervision. The teachers will have with them:

- First aid kit
- Consent for medical treatment forms
- Information and Emergency contact forms

A specific safety protocol will be followed when encountering unsafe conditions (dogs, persons, etc.) at the park. For more information, speak to your teacher directly.

In the event that I cannot be reached in a medical emergency, I give permission to the physician selected by the school to secure and administer treatment. I agree to the release of any records necessary for treatment, referral, billing, or insurance purposes. I hereby give my permission to Berkeley Rose Waldorf School to take my child to the nearest medical facility and to authorize emergency treatment as needed. I hold blameless Berkeley Rose Waldorf School and all involved from any liability for any harm that befalls the child(ren) as a result of participation in the field trip program.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

## Photo/Artwork

Whenever possible, Berkeley Rose sends news or posts about school programs and student activities in our school newsletters. We also like to keep our advertisements and website content up-to-date with photos of students enjoying their programs. Please indicate whether you are granting Berkeley Rose Waldorf School the right and license to use your child's likeness, in perpetuity unless you rescind your permission in writing, in print / digital photography / videography on the school website, in promotional pieces such as advertisements, brochures, flyers etc., and when reporting school news to the general public, by initialing next to the appropriate permissions.

\_\_\_\_\_ I grant permission for use of my child's likeness (without child's name listed)

\_\_\_\_\_ I grant permission for use of my child's likeness (without child's name listed), but request an email of the photo, if applicable, and explanation of its intended use.

\_\_\_\_\_ I do not grant permission for use of my child's likeness

In addition, Berkeley Rose Waldorf School occasionally uses student artwork to create promotional displays, note cards, calendars, and similar items. Please indicate whether permission is granted for Berkeley Rose Waldorf School to use, reproduce, and publish your child's artwork, and to waive any right to compensation for such use.

\_\_\_\_\_ I grant permission for the use of my child's artwork (all originals will be returned to parent/guardian after use)

\_\_\_\_\_ I do not grant permission for the use of my child's artwork

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

## Afterschool Program

To reserve a spot in the Afterschool Program for your child, please provide the following information:

**Child's Name:** \_\_\_\_\_ **Day/s of week:** \_\_\_\_\_ **Hours:** \_\_\_\_\_

Please review the policies below which will also apply to any child regularly attending the Afterschool Program.

### Afterschool Program Policies: Drop-In Policy and Regularly Scheduled Attendance

The Afterschool Program for both the nursery children and the Kindergarten/Grades is a contracted program that allows for the possibility of drop-in care with the following rules:

1. Parents must email [robert@berkeleyrose.org](mailto:robert@berkeleyrose.org) for approval by 10AM on the same day. Please note that there may not always be space available on any given day, though we will make accommodations as best we can and will always have flexibility for emergencies. The program runs from school dismissal to 5:30pm.
2. The rate is currently \$19 until 3:45pm and a further \$15 after that time to 5:30pm.
3. Your child must be provided with an extra snack and appropriate clothing, particularly on wet-weather days. If your child is in the nursery program, there are additional rest-time items you may wish to provide as well.
4. All children who are not picked up from their school program by 10 minutes past dismissal time will join the Afterschool Program and will be charged a minimum of \$19.
5. Your child must be at least 3 years of age to participate in the Afterschool Program.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

## Parent Directory / Class Roster Opt Out

Berkeley Rose publishes a yearly parent directory for all families currently enrolled in our school and we provide class rosters to each class. If you do not want all or some of your contact information to be included in either the class roster or the parent directory please mark the appropriate choices below. The directory will only be shared with parents/guardians who have a child currently enrolled at BRWS. **Please inform us immediately if any information changes.**

***If you are OK with including all information please leave this section blank.***

We will **EXCLUDE** any of the information that you have checked below:

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

- Full Name
- Phone Number
- Email Address
- Address

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

- Full Name
- Phone Number
- Email Address
- Address

## Communication Policy

I/We, \_\_\_\_\_ and \_\_\_\_\_

parents/guardians of \_\_\_\_\_, have read the communications policy and agree to support the teachers, staff and school community by abiding by the guidelines. If I/we have questions or concerns, or require any assistance, I/we will contact the Bridge Committee ([bridge@berkeleyrose.org](mailto:bridge@berkeleyrose.org)) for support.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

## Dress Policy

I/We, \_\_\_\_\_ and \_\_\_\_\_

parents/guardians of \_\_\_\_\_, have read the dress policy and agree to support the teachers and the goals of Waldorf education by abiding by the dress guidelines. If I have questions or concerns I will contact my class teacher(s) well before the first day of school, and my class teacher(s) will respond in a timely manner.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Health Policy

By signing below I/we acknowledge having read the health policy and agree to abide by it. In addition, my child:

- Has received all of her/his vaccinations and I have included a copy of all immunization records to date.
- Has received some or none of her/his vaccinations. I understand that in choosing this option I must provide a Medical Exemption form signed by both myself and my child's physician before my child may attend Berkeley Rose Waldorf School.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

## Standard Treatment of Care

Most injuries that occur are minor scrapes and scratches. However, on occasion children are stung by bees or encounter poison oak. Outlined below are the proposed treatments for these situations.

- Cuts and scratches are washed with warm water and soap or a wound wash solution. Arnica cream, Rescue Remedy, and adhesive bandages may be applied. Ice packs will be applied to bumps and bruises.
- Areas exposed to poison oak may be washed with Tecnu Poison Oak-N-Ivy soap.
- Insect stings may be treated with a mixture of baking soda and water or a topical anesthetic swab (such as Sting Kill-benzocaine 20%, menthol 1%, isopropyl alcohol 15%) and ice pack placed on affected area.
- When warm water and soap are not readily available, child may use CleanWell, a triclosan-free, all-natural hand sanitizer (see [www.cleanwelltoday.com](http://www.cleanwelltoday.com) for ingredients).

## Treatment Permission Slip

I give Berkeley Rose Waldorf School my permission to treat my child as outlined above in the event that my child is stung by a bee/wasp/hornet or has exposure to poison oak. I understand that this action is to relieve my child's discomfort and is recommended by American Red Cross First Aid education.

*[OPTIONAL] Please include the following treatments:*

\_\_\_\_\_  
\_\_\_\_\_

I understand that I will be called in cases of severe discomfort. \_\_\_\_\_ (initial)

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

### Sunscreen Permission Slip

I give Berkeley Rose Waldorf School my permission to apply sunscreen as needed. I have provided the teachers with the sunscreen they are allowed to apply to my child, and it is clearly marked with my child's name. I agree I am responsible for tending to the sunscreen's expiration date and supplying additional sunscreen when needed.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

### Calendar

I/We, \_\_\_\_\_ and \_\_\_\_\_

parents/guardians of \_\_\_\_\_, have read the 2017-18 Academic Calendar (a printable version can be found on our website under "Forms") and am aware of the dates during which school is not in session. I understand that I will need to secure alternate childcare or enroll my child in Berkeley Rose camp, if offered and available. I am also aware of the Parent Meetings, all of which I am expected to attend. Calendar dates may change and updates will be conveyed via the school newsletter, website and/or class email.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

### Handbook Receipt

I/We, \_\_\_\_\_ and \_\_\_\_\_

parents/guardians of \_\_\_\_\_, have carefully read and fully understand the Berkeley Rose Waldorf School Handbook available online at: <http://berkeleyrose.org/community/parent-handbook/> and agree to abide by the guidelines and policies herein.

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**Helpful Reminders** (these are for you to keep):

**Absences:** office@berkeleyrose.org

**Address:** Kindergarten through Grades: 2515 Hillegass  
Berkeley, CA 94704

Nursery 2138 Cedar  
Berkeley, CA 94709

Mailing 1442A Walnut St #395  
Berkeley, CA 94709

**Afterschool Program:** robert@berkeleyrose.org

**Enrollment Questions:** info@berkeleyrose.org

**Hours\*:** Nursery 8:30am-12:30pm  
Kindergarten 8:30am-1:00pm  
Grade 1 & 2 8:30am-2:30pm  
Grades 3-5 8:30am-3:00pm  
Afterschool Program: until 5:30pm

\*Please note that some grades teachers have requested an earlier drop-off time of 8:15 am. Please check with your teacher.

Please also note that **Thursday** is an early release day for all grades at 1:45pm.

**Phone:** 510.859.7679

**Teacher email:** teacher's first name@berkeleyrose.org (for example: ruth@berkeleyrose.org)

**Tuition FAQ / Financial Aid:** Robert Schorlemmer, robert@berkeleyrose.org



## All School Academic Calendar Year 2017-18

Notes: All Thursdays are early dismissal at 1:45pm for grades  
Early Childhood (EC) is both kindergarten and all nursery programs

<u>August 2017</u>		<u>Time</u>	<u>Event</u>	<u>Location</u>
31	Thursday	7-9pm	All-School Gathering: Orientation Evening	Sanctuary@Cedar
<b>September 2017</b>				
2	Saturday	9am-1pm	All-School Workday	Cedar & Hillegass
4	Monday		<b>Labor Day—School Closed</b>	
5	Tuesday		<b>In-Service ALL TEACHERS—School Closed</b>	
6	Wednesday	8:30am	First Day for Grades ( <i>Gr 2-5 reg dismiss with Afterschool Pr</i> )	Hillegass
		9am	Rose Ceremony ( <i>1st Gr dismissal at 12:30pm @school</i> )	Willard Park
		10am- 12pm	EC & K Warming Day	Classrooms
7	Thursday		EC & K First Day with Afterschool Program	Classrooms
9	Saturday	12-4pm	Welcome Back Picnic (hosted by Parent Council)	Strawberry Creek Park
12	Tuesday	7:30-9pm	Parent Council Meeting	Hillegass
<b>October 2017</b>				
9	Monday		<b>Indigenous Peoples' Day—School Closed</b>	
10	Tuesday	7:30-9pm	Parent Council Meeting	Hillegass
11	Wednesday		Picture Day	
13	Friday		<b>Teacher In-Service—School Closed</b>	<b>Hillegass</b>
15	Sunday	9:30-11:30am	Harvest Faire	Codornices Park
16-19	M-TH		Parent Evenings	Classrooms
16-20	M-F		Parent-Teacher Conferences for Kindergarten	
21	Saturday	10am-12pm	EC Open House	Cedar Classrooms
23-11/3	M-F		Parent-Teacher Conferences for Nursery	
27	Friday	8:30-9am	Parent Tea (hosted by Parent Council)	Cedar & Hillegass
<b>November 2017</b>				
4	Saturday	10am-12pm	Open House	All Classrooms
9	Thursday	Evening	Martinmas Lantern Walk	Codornices
				Park
10	Friday		<b>Veterans Day—School Closed</b>	
14	Tuesday	7:30-9pm	Parent Council Meeting	Hillegass
16	Thursday	7:30-9pm	Parent Conversation Night	Hillegass
20-22	M-W		**First Grade Parent-Teacher Conferences**	
20-24	M-F		<b>Thanksgiving Holiday—School Closed</b>	
<b>December 2017</b>				
1	Friday		Grades Advent Spiral (during school hours)	Hillegass
2	Saturday		EC Advent Spiral Walk	Cedar
9	Saturday		Enchanted Winter Faire & Open House	Hillegass
12	Tuesday	7:30-9pm	Parent Council Meeting	Hillegass
15	Friday		Last Day—(regular dismissal with Afterschool Program)	
18-29	M-F		<b>Winter Break—School Closed</b>	

<b>January 2018</b>		<b>Time</b>	<b>Event</b>	<b>Location</b>
1	Monday		New Years Day— <b>School Closed</b>	
2	Tuesday		Faculty In-Service— <b>School Closed</b>	
3	Wednesday		School Resumes	
9	Tuesday	7:30-9pm	Parent Council Meeting	Hillegass
15	Monday		Martin Luther King, Jr. Day— <b>School Closed</b>	
15-19	M-F		Parent-Teacher Conferences for KG & Grades 2-5	
20	Saturday	10am-12pm	Open House	All Classrooms
22-25	M-TH		Parent Evenings	Classrooms
26	Friday		Re-Enrollment & Financial Aid Applications Due for 2018/19	
<b>February 2018</b>				
1	Thursday	7-9pm	Speaker Event	Sanctuary
13	Tuesday	7:30-9pm	Parent Council Meeting	Hillegass
16	Friday	8:30-9am	Parent Tea (hosted by Parent Council)	Cedar & Hillegass
19-23	Monday (Teacher Conferences)		Presidents Week Break— <b>School Closed</b>	
<b>March 2018</b>				
5-9	M-F		Parent-Teacher Conferences for Nursery	
13	Tuesday	7:30-9pm	Parent Council Meeting	Hillegass
15	Thursday	7:30-9pm	Parent Conversation Night	Hillegass
16	Friday		Enrollment Deposits Due for 2018/19	
<b>April 2018</b>				
2-13	M-F		Spring Break— <b>School Closed</b> —(camp offered one week)	
17	Tuesday	7:30-9pm	Parent Council Meeting	Hillegass
<b>May 2018</b>				
4	Friday	Until noon	Grandparent's & Friend's Day	Cedar & Hillegass
5	Saturday	9:30-11:30am	May Faire	Strawberry Cr Park
7-18	M-F		Parent-Teacher Conferences Kindergarten, First Grade (as-needed for Grades 2-5)	
8	Tuesday	7:30-9pm	Parent Council Meeting	Hillegass
10	Thursday	Fac Mtg	Afternoon of Gratitude (Teacher Appreciation Week)	Hillegass
19	Saturday	Evening	Spring Auction	
28	Monday		Memorial Day— <b>School Closed</b>	
<b>June 2018</b>				
14	Thursday		Last Day—Early Childhood, Kindergarten and Afterschool Program Last Day	
15	Friday		Last Day Grades—(early dismissal and no Afterschool Program) School Assembly All-School Picnic	