



APPLICATION FORM FOR 2026 / 2027

STUDENT FIRST NAME: _____ **LAST NAME:** _____

Please indicate your child's expected grade as of September 2026:

- | | | | |
|--|--|----------------------------------|----------------------------------|
| ☐ Junior Kindergarten | ☐ Senior Kindergarten | ☐ Grade 1 | ☐ Grade 2 |
| ☐ Grade 3 | ☐ Grade 4 | ☐ Grade 5 | ☐ Grade 6 |

Visit our school website to capture a glimpse of our commitment to being an inclusive, diverse, and innovative school. We look forward to partnering with you to meet our mission: to cultivate lifelong learners and responsible global citizens who can rise to the challenges of the future while making a valuable impact in society. We provide a well-rounded bilingual education with an all-inclusive perspective that develops students of character who are committed to making the world a better place. Your child benefits from teachers who provide an enriched program that:

1. Ranks in the top 1% of Canadian Schools in the past years on the Canadian Test of Basic Skills (a standardized test examining basic skills in language, math, science, and social studies).
2. Consistently supports students to achieve at least two grades higher than the national average (i.e. an average student in Grade 3 performs at a Grade 5 level).
3. Provides opportunities for students to participate in mathematics contests, often with results ranking well above the national average.
4. It enables students to score perfectly in the YCT, HSK Mandarin tests, and DELF exams. DELF (Diplôme d'Études en Langue Française) is an official qualification awarded by the French Ministry of Education to certify candidates' competency in the French language outside France.
5. Gives students deep exposure to Mandarin, promising bilingualism in French and English.
6. Engages students in a wide variety of arts education (music, visual arts, theatre, debate and public speaking).
7. Prepares our students for future challenges globally, ready for everything!

Since 1989, The Giles School has set a standard that is exceedingly difficult for other schools to replicate. Our school is consistently acknowledged for providing a nurturing, innovative, and superior learning environment that prepares students for future success. The quality of a Giles education is highly esteemed by institutions receiving our graduates. Former parents and educators from other schools have shared these comments regarding the Giles School graduates' experience:

1. St. Clements School - "Your daughter is coming from the Giles; she must be brilliant!"
2. Crescent School - "Giles is a very good School".
3. University of Toronto Schools (UTS) - 5 students applied, and all were accepted.
4. St. Andrews school - "Giles School prepares its students very well. Your son will do very well."
5. "My daughter applied to BSS, TFS, UTS and Havergal College and got accepted at all of them."

Many of our graduates apply to Toronto French School and are accepted. "Student academic levels are very impressive at Giles—more advanced than the students in our comparative grade," says a Principal at TFS.



PLEASE COMPLETE THE ENROLLMENT FORM **FOR EACH CHILD** IN YOUR FAMILY

Tuition fees at The Giles School are directed solely to the instructional/operational costs of our school and include a full day 8:15 am through 4:30 pm. Fees are payable based on the following schedule. Please select a payment option when completing the application form.

SCHEDULE OF FEES

Highlighted fees to be paid in full upon completion of the Application Form:

	JK - Grade 3	Grade 4 - 8
Tuition Amount	\$26,690	\$27,215
One-Time Enrolment Fee (New families only)	\$4,000	\$4,000
Application Fee	\$525	\$525
Activity Fee	\$1,000	\$1,500
Capital Maintenance Fee	\$660	\$660
Parent Association Fee	\$40	\$40
TOTAL	\$32,915	\$33,940

OPTION A - Full Payment Plan, 3.5% Discount on tuition fee only:
(excluding application and new enrolment fees)

Due Date	JK - Grade 3	Grades 4 -8
February 1, 2026	\$27,456	\$28,462



OPTION B - Installment Plan, 3 Payments:
(excluding application and new enrolment fees)

Due Dates	JK - Grade 3	Grades 4 -8
February 1, 2026	\$9,464	\$9,805
May 1, 2026	\$9,463	\$9,805
July 1, 2026	\$9,463	\$9,805

OPTION C - Financed Monthly Plan, 2.25% Financing Fee:
(excluding application and new enrolment fees)

Due Dates	JK - Grade 3	Grades 4 -8
From February 1 to July 1, 2026	\$4,826.30	\$5,000.55

NOTE: OPTION A WILL BE THE ONLY PAYMENT OPTION AVAILABLE FOR NEW APPLICATIONS SUBMITTED AFTER MAY 1, 2026

METHODS OF PAYMENT

We accept cheques, bank drafts, VISA, MasterCard, and American Express. Please note that 5% credit card fee will be added to the amount billed. Pre-authorized payment (PAP) from your account to the school's account is free.

SIBLING DISCOUNTS

There is a 10% discount for the second child, a 20% discount for the third, a 30% for the fourth, and so forth.

ACTIVITY FEES

This fee will set up an account for each child to cover the cost of the items purchased through the school and activities throughout the school year. You will be given an itemized account balance at the end of each term. Should insufficient funds cover expenses, additional funds will be billed to replenish the activity fee account. Any remaining balance will be refunded to you at the end of the school year. In the case of returning students, it will be retained for the next school year and credited to your child's account.



Items Charged to the Activity Fee Account

- Agenda
- Water Cooler rental for each class
- Pizza Day orders
- After-school activities
- Class trips & outings
- Swimming classes' transportation
- Trip Uniform purchased through the school
- School supplies
- Book replacements
- In-class workshops
- Lice checks
- Technology (\$100/year for Grade 3 - 8)
- Yearbook
- Used Uniform
- Tournaments organized by the SSAF (Small Schools Athletic Federation)

Items Not Included:

- November, March & June Camps
- Fundraising Programs
- Class Pictures on Picture Day
- Overnight trip for Grades 4 to 8 (Camp Muskoka)
- Before School Care (7:30 am - 8:15 am) & After School Care (4:30 pm - 5:30 pm)

Payment Plans: The Parents/Guardians agree to the following Payment Plan set out in the Schedule of Fees (Please initial your choice):

- ☐ **Option A - Full Payment Plan** - Initial(s) _____
- ☐ **Option B - Installment Plan** - Initial(s) _____
- ☐ **Option C - Financed Monthly Plan** - Initial(s) _____



PRE-AUTHORISED PAYMENTS

If you wish to pay your tuition fees via pre-authorized payment, please complete this form and present it to the office.

Please attach a voided cheque or complete the below portion of payment authorization.

Studnet Name: _____ Grade: _____

Customer Name (Parent): _____

Name of Financial Institution: _____

Bank ID Number: _____

Transit Number: _____

Bank Account Number: _____

- ☐ I authorize payment of the 2026-2027 Enrolment Fees for:
- ☐ Option A
 - ☐ Option B
 - ☐ Option C

I (the customer mentioned above), authorize The Giles School to debit my account for the amount set out in the Schedule of Fees.

Each payment shall be the same as if I had issued a personal cheque authorizing the bank to pay The Giles School as indicated and to debit amounts specified from my account.

I understand that I must inform The Giles School of any error in the amount of the payment debited to my account.

The Giles School acknowledges that it will reimburse the customer for any debit that is not authorized or consistent with this PAP agreement.

If your Pre-Authorized Payment is returned due to insufficient funds, a \$75.00 charge will apply.

Please complete a new form and ensure it is delivered to The Giles School should your banking information change.

I may cancel this authorization at any time with a 30-day written notice to The Giles School. I understand that cancelling the PAP authorization does not end my contractual obligations to The Giles School.

Customer Name (Parent): _____

Signature: _____



THE GILES SCHOOL
L'ECOLE GILES



ENROLMENT FORM JK TO GRADE 8

CREDIT CARD AUTHORIZATION

If you wish to pay your Enrolment Fees with a credit card, please fill out this form and present it to the office.

I, _____, hereby authorize The Giles School to charge my credit card for the payment of the 2025-2026 Tuition Fees for

- ☐ Option A
- ☐ Option B
- ☐ Option C

Regarding my child(ren): _____ in accordance with the Schedule of Fees and the Terms & Conditions of Admission & Discharge for the 2025-2026 school year.

TYPE OF CARD:

- ☐ Visa
- ☐ Mastercard
- ☐ American Express

CREDIT CARD NUMBER: _____

EXPIRATION DATE: _____

CVV: _____

NAME OF CARD HOLDER: _____

CREDIT CARD BILLING ADDRESS: _____

All credit card payments are subject to a 5% fee, which is added to the amount charged to the credit card.

Authorized Signature of Card Holder: _____



ENROLMENT AGREEMENT

THE GILES SCHOOL, a non-share corporation incorporated under the laws of the Province of Ontario (hereinafter referred to as the "School")

-and-

_____, an individual resident of the City of Toronto, in the Province of Ontario and
(the parent/guardian or parents/guardians are hereinafter referred to as the "Parents/Guardians")

_____, an individual resident of the City of Toronto in the Province of Ontario
(the parent/guardian or parents/guardians, as the case may be hereinafter referred to as the "Parents/Guardians")

And Whereas the Parents are the parents or legal Guardians of _____
(Student);

And Whereas the Parents wish for the Student to attend the School for the 2025-2026 academic year, commencing September 1st, 2025 ("Academic Year");

NOW THEREFORE, THIS AGREEMENT WITNESSES that in consideration of the respective covenants and agreements herein contained, it is agreed to as follows:

1. Definitions

In this Enrolment Agreement:

The **"Activity Fee"** is a fee set up on each child's account to cover the cost of items and activities throughout the school year. Any remaining balance will be refunded to non-returning students in July, the year they graduate from their current school.

"Application Fee" is a fee for administrative expenses and material required to manage and coordinate individual application forms throughout the admission process.

"Child or Student" means a child or student of whatever age admitted by the School to be educated.

"Fees" means the fees set out on the Tuition Fees page on the school website, as amended occasionally. Fees include the Application Fee, Enrolment Fee, Tuition Fee, Maintenance Fee, Activity Fee, and Parent Association Fee.

"First Time Family Enrolment Fee" means the one-time fee dedicated to the growth and ongoing upgrades to the School. If a family has more than one child enrolled at the School from the same family unit, the enrollment fee is paid once for the family.



"Maintenance Fee" is the sum set out to cover ongoing capital improvements to the school facility. This fee adjusts each year with the cost of living.

The **"Parent Association Fee or PA Fee"** funds future activities organized by the Parent Association throughout the year. These funds reduce the number of times the Association goes to families to cover these activities' costs.

"Parents/Guardians" means the parents, legal guardians, or carers of the Child/Student registered at School.

"Principal" means the person appointed to be responsible for the day-to-day management of the School, including anyone to whom such duties have been duly delegated.

"Sibling Discount" is the discount applied to the Tuition Fee for the second child (10%), the third child (20%), the fourth child (30%) within the same family unit, and so forth.

"School day" means any part or whole of a day when the School is in session.

"Family Handbook" means the handbook for school families as published on the School Website and provided to each family upon entry; such handbook may be amended from time to time for legal, safety, or other substantive reasons or to assist the proper administration of the School.

"School Website" means the website having the URL www.gilesschool.ca.

"Term" means a marking period on the School's calendar, as notified to parents occasionally.

"Tuition Fee" means the fees paid towards the costs associated with the School's instructional program. The Tuition Fee omits before-care and after-care.

The Schedule of Fees set out in Schedule "A" is expressly incorporated into this Agreement between the school and the Parents/Guardians.

2. Enrolment Fees

2.1. Fees: The Parents/Guardians, jointly and severally, shall pay to the School the applicable Tuition Fee, Capital Maintenance Fee, and Activity Fee set out in the Schedule of Fees for the Academic Year.

2.2. The Parents/Guardians shall abide by the applicable payment deadlines in the Schedule of Fees for the Payment Plan chosen.



-
- 2.3. **Multiple Student Discount:** The individual Tuition Fee shall be discounted by 10% for a second child, 20% for a third child, and 30% for a fourth child enrolled in the School during the same year as the Student.
- 2.4. **Enrolment Fee:** The Parents shall also pay the Enrolment Fee Payment set out in the Schedule of Fees (A one-time payment of \$4,000 per family).
- 2.5. **Failure to Meet Deadlines:** Notwithstanding any approval of the School of a Payment Plan, the Parents/ Guardians acknowledge that the Payment Plans are offered solely for the convenience of the Parents/Guardians at the sole and absolute discretion of the School. The failure of the Parents/Guardians to make any of the installment payments on the dates set out in the Payment Plan chosen by the Parents/Guardians shall result in the remainder of the Tuition Fee, Capital Maintenance, and/or Enrolment Fee owing to the School in respect of the Academic Year becoming immediately due and payable per this Agreement.
3. **Default on Tuition Fees and Other Charges**
- 3.1. **Interest:** The Tuition Fee, Capital Maintenance Fee, Activity Fee, and Enrolment Fee shall bear interest at 2% per month (24 % per annum) on overdue accounts. Interest as aforesaid shall accrue until such time that payment of such overdue amount, together with any interest accrued thereon, is received by the School.
- 3.2. **Administration Fee:** A \$350 Administration Fee is added to each account that is thirty days overdue.
- 3.3. **NSF Fees:** A \$75 charge applies to each NSF cheque and a \$100 charge to each cheque on which payment has been stopped.
- 3.4. **Withholding Records** The School reserves the right to withhold the Student's marks, reports, and Student records and exercise such other sanctions as it deems necessary to collect overdue accounts.
- 3.5. **Suspension/Expulsion from School for Non-Payment:** The School agrees it will not take any steps to suspend/expel the Student based on an overdue Tuition Fee, Capital Maintenance Fee, and/or Enrolment Fee in accordance with the provisions of section 6.1 unless and until such overdue Tuition Fee, Capital Maintenance Fee, and/or Enrolment Fee has been overdue and outstanding for more than sixty days.



4. Extended Child Supervision

- 4.1. Extended childcare supervision is available from 7:30 a.m. to 8:15 a.m. and from 4:35 p.m. to 5:30 p.m. at a charge of \$25.00 per child. Parents/Guardians must pick up their children at or before 5:30 p.m. Parents who arrive after 5:30 pm will be subject to a late fee of \$50 per child for pick up during the first half hour, an additional \$75 per child for pick up during the second half hour, and an additional \$100 per child for pick up during each half hour after 6:30 pm.

5. Refund Policy

- 5.1. **Notice in Writing of Student Withdrawal:** Parents/Guardians must advise the School in writing of the intention to withdraw the Student.
- 5.2. **Withdrawal by Parents/Guardians:** In the event the Parents/Guardians, for any reason whatsoever, remove the Student from enrolment at the School or cancel the registration of the Student before his/her attendance at the School, any amount of the Tuition Fee, Capital Maintenance Fee, Enrolment Fee and/or Activity Fee already paid to the School will not be refunded, nor shall the obligation of the Parents/ Guardians to pay any remaining portion of the Tuition Fee, Enrolment Fee and/or Capital Maintenance Fee in full be discharged. Upon any withdrawal initiated by the Parents/Guardians, the remainder of any Tuition Fee, Enrolment Fee, and/or Capital Maintenance Fee owing shall become immediately due and payable, notwithstanding any arrangements the Parents/Guardians have made with the School for installment payments.
- 5.3. **Withdrawal by School:** If the School requires a Student to withdraw for reasons other than misconduct, as described under "Conditions for Suspension and/or Expulsion" below, the Tuition Fee, Enrolment Fee, and/or Capital Maintenance Fee charged shall be prorated to the time attended, and the balance, if any, shall be refunded.
- 5.4. **Suspension/Expulsion by School:** Where the Student is suspended and/or expelled for any reason, there shall be no refund, and notwithstanding the suspension/ expulsion of the Student, the financial obligations of the Parents/Guardians contained in this agreement will survive the suspension/expulsion of the Student and any resulting termination of the agreement.

6. Conditions for Suspension and/or Expulsion

- 6.1. **Reasons for Suspension and/or Expulsion:** A positive school climate and a safe learning and teaching environment are essential to succeed in school. If a student engages in behavior that is destructive to a calm, orderly environment, counter to the School's mission, or injurious to the moral tone of the School, the Student may be suspended and/or expelled. The Principal or designate may or may not provide warnings before exercising disciplinary measures at the sole



discretion of the Principal. Suspension/expulsion can be legally required of the School by the Public Health Department.

- 6.2. **Procedure for Suspension and/or Expulsion:** A suspension means students are removed from School temporarily for a specific period. Students may be suspended for a time ranging from one school day to twenty school days. Students suspended for more than five school days are on long-term suspension. Students cannot take part in School activities or events while suspended. For other, more serious incidents, the School Principal or designate will automatically suspend a student and consider whether expulsion is appropriate during the suspension. Expelled students are removed from the School for an indefinite period.

7. Special Needs

- 7.1. If a Student has behavioral or other special learning needs affecting academic performance, certain special conditions may be applied before acceptance or re-admission. The Parents/Guardians must agree to accept these conditions before the School Principal authorizes their child's admission.

8. School Regulations

- 8.1. **Compliance with Rules and Regulations:** The Student and Parents/Guardians shall conform to the School Rules and Regulations, which are incorporated by reference into this agreement and form part of the Family Handbook.
- 8.2. **Parents' Conduct:** The School reserves the right to prohibit Parents/Guardians from school-sponsored events if the principal considers the Parents/Guardians' behavior destructive to a calm, orderly environment, counter to the School's mission, or injurious to the school's moral tone.
- 8.3. **Class Placement:** The Principal has the absolute right to determine the student's placement with respect to grade and class.
- 8.4. **Control and Supervision:** The Student is under the School's supervision, control, and responsibility only while engaged in programs or activities supervised by the School.
- 8.5. **Waiver Forms:** Students' academic activities include participating in extracurricular activities. Parents/Guardians shall, as a condition, permit the Student to participate, complete, sign, and return the School's standard forms of permission and waiver of liability in respect to such activities.



- 8.6. **Use of Premises:** Parents/Guardians are forbidden from using the School's academic or physical resources for personal reasons, except with prior written authorization of the Principal.
- 8.7. **Punctuality and Attendance:** The Parents/Guardians will ensure the Student attends regularly and punctually. Punctuality is a life skill that affects the quality of performance, which must be taught and reinforced at home and school.
- 8.8. **Visits:** While the School is in session, classroom visits or Parents/Guardians/Teacher consultations can be arranged with prior authorization of the School Principal. The School Principal shall establish the location and duration of such visits.
- 8.9. **Check-in for Visitors:** During the instructional day, as defined by the timetable, all Parents/Guardians and visitors must check in at the main office before proceeding to any area of the School other than the front foyer. To ensure authorization, all visitors must wear a 'Visitors' identification. Without this identification, staff will immediately direct visitors to the main office or exit the building.
- 8.10. **Appointments:** The Parents/Guardians and/or teachers may arrange appointments on a consensual basis, subject to each other's availability. If the student has academic difficulty, the parents/guardians and/or teachers agree to determine the frequency of meetings necessary to affect an individual learning plan. The Principal or designate must be involved in establishing and reviewing the said plan.
- 8.11. **Private Tutoring for a Fee by Staff:** A current staff member is strictly prohibited from providing private tutoring for a fee to a student enrolled at the school.
- 8.12. **The Parent Handbook:** The Parent Handbook is integral to this agreement. The Parents/ Guardians agree to be bound by the terms, policies, and conditions outlined in the Parent Handbook.
- 8.13. **The Parent Handbook:** The Parent Handbook forms an integral part of this agreement. The Parents/ Guardians agree to be bound by the terms, policies and conditions outlined in the Parent Handbook.
- 8.14. **Indemnity and Limitation of Liability:** The Parents/Guardians agree to hold harmless and indemnify the School and its employees and/or volunteers for accidents and injuries involving the Student except for gross negligence, wanton negligence, and/or criminal negligence. The Parents/Guardians agree to limit any claim for damages against the School to the amounts paid to the School by the Parents/Guardians except for physical injury caused by gross negligence, wanton negligence, and/or criminal negligence.



9. Termination

- 9.1. The School shall be entitled to terminate this agreement forthwith by notice in writing without prejudice to its other remedies and without any obligation to return Fees paid to Parents/Guardians if Parents/Guardians are in breach of any of their material obligations and have not (in the case of a breach which is capable of remedy) remedied the same within 14 days of a written notice from the School requiring it to be remedied (including for the avoidance of doubt persistent non-payment of fees).

10. Force Majeure

- 10.1. In this agreement, "force majeure" shall mean any cause beyond a party's control (including for the avoidance of doubt any strikes, other industrial disputes, The act of God including volcano eruption and ash clouds, war, riot, civil commotion, compliance with any law or governmental order, rule, regulation or direction (including that of a local authority), accident, fire, flood, storm, snow storm, pandemic or epidemic of any disease, terrorist attack, chemical or biological contamination.
- 10.2. In the event of a force majeure arising which prevents or delays the School's performance of any of its obligations under this agreement, the School shall forthwith give Parents/Guardians notice in writing specifying the nature and extent of the circumstances giving rise to the force majeure. Provided that the School has acted reasonably and prudently to prevent and minimize the effect of the force majeure, the School will have no liability with respect to the performance of such of its obligations as are prevented by the force majeure while it continues. The School shall use its best endeavors during the continuance of the force majeure to provide educational services.

11. Enforcement

- 11.1. If any provision of this agreement shall be prohibited by or invalid under the applicable law, such provision shall be ineffective to the extent of such prohibitions or invalidity without invalidating the remainder or the remaining provisions of this agreement.

12. Variations

- 12.1. The School reserves the right to revise the School's Rules and Regulations from time to time for legal, safety or other substantive reasons or to assist the proper delivery of education at the School.

13. General

- 13.1. **Survival of Obligations** The Rights and Obligations, intended to survive any termination of this Agreement, shall do so whether the Student commences or continues as a Student at the School.



- 13.2. Enforcement If any provision of this agreement shall be prohibited by or invalid under the applicable law, such provision shall be ineffective to the extent of such prohibition or invalidity without invalidating the remainder of such provision or the remaining provisions of this agreement.
- 13.3. Execution of this Agreement: This Agreement may be executed in one or more counterparts, each of which, when so executed, shall constitute an original and all of which together shall constitute the same agreement. Any change to this Agreement must be in writing.
- 13.4. **Applicable Law:** The Agreement shall be governed by and construed by the laws of the Province of Ontario and the laws of Canada applicable therein.
- 13.5. Entire Agreement: The Parents/Guardians hereby accept the above terms as reasonable and understand the Terms and Conditions, including the financial obligations and policies as set out in this Agreement, have read and understood the same, and acknowledge that this agreement is the entire agreement between the parties and that the Parents/Guardians are not relying on any representations not included herein.

The parties hereto have executed this Agreement as of the day and date first above written.

Signature of Parents/Guardians

Signature of Parents/Guardians

PRINCIPAL NAME

SIGNATURE

DATE



THE GILES SCHOOL
L'ÉCOLE GILES



ENROLMENT FORM

JK TO GRADE 8

MEDICAL FORM

Student Name: _____

Date of Birth: _____ Health Card Number: _____
dd/mm/yyyy

Address: _____ City: _____

Postal Code: _____ Home Phone: _____

Family Doctor Name: _____ Phone: _____

PARENT 1/GUARDIAN 1 INFORMATION

Name: _____ Primary Phone: _____

Email address: _____ Secondary Phone: _____

PARENT 2/GUARDIAN 2 INFORMATION

Name: _____ Primary Phone: _____

Email address: _____ Secondary Phone: _____

EMERGENCY CONTACT INFORMATION

Contact 1 Name: _____ Phone: _____

Relationship to Student: _____ Email: _____

Contact 2 Name: _____ Phone: _____

Relationship to student: _____ Email: _____



THE GILES SCHOOL
L'ÉCOLE GILES



ENROLMENT FORM

JK TO GRADE 8

Does your child have any physical challenges or chronic conditions we should be aware of?

☐ Yes ☐ No If yes, please list _____

Does your child have a history of any communicable diseases?

☐ Yes ☐ No If yes, please list _____

Are there any special requirements in respect of diet, rest or physical activity for your child of which we should be aware?

☐ Yes ☐ No If yes, please list _____

Is your child subject to an allergic reaction to drugs, food, insect bites, etc.? **If YES, please complete the Anaphylaxis Emergency Plan Form on the following page and provide two Epi-Pens labelled with your child's name.**

☐ Yes ☐ No If yes, please list _____

Is your child Anaphylactic? ☐ Yes ☐ No

Does your child require Epi-Pen? ☐ Yes ☐ No

If your child is prescribed medicine by a physician, the Parent must contact the School to complete a Permission to Administer Medication Form, which gives the School permission to administer medication. Without this completed form, the School cannot administer medication to your child.

IN CASE OF SERIOUS INJURY AT SCHOOL

We, the undersigned, authorize the School Principal or designate to initiate the emergency intervention required at the time. This may or may not include transportation by ambulance to a hospital. Parents/Guardians will be contacted in a timely manner subsequent to the incident. This form shall remain in full effect during the current School year or until such time as the person signing the form indicates, in writing, any changes of instruction.

Signature of Parent 1 /Guardian 1

Signature of Parent 2 /Guardian 2



ANAPHYLAXIS EMERGENCY PLAN

Name: _____

This person has a potentially life threatening allergy (anaphylactic) to:

Check the appropriate boxes...

☐ Food:

☐ Insect Stings

☐ Other:

Epinephrine Auto injector: Expiry Date: _____

Dosage

☐ EpiPen Jr. 0.15 mg

☐ Allerject. 0.30 mg

☐ EpiPen 0.30 mg

☐ Allerject. 0.15 mg

Location of Auto Injector _____

☐ **Previous anaphylactic reaction.** Person is at greater risk.

☐ **Asthmatic:** Person is at greater risk. If person is having a reaction and has difficulty breathing, give epinephrine auto injector before asthma medication.

Insert Photo Here

A person having an anaphylactic reaction might have ANY of these signs or symptoms:

- Skin system: hives, swelling (face, lips, tongue) itching, warmth, redness
- **Respiratory system (breathing):** coughing, wheezing, shortness of breath, chest pain or tightness, throat tightness, hoarse voice, nasal congestion or hay fever-like symptoms (runny-itching nose and watery eyes, sneezing, trouble breathing)
- **Gastrointestinal System (stomach):** nausea, pain or cramps, vomiting, diarrhea
- **Cardiovascular system (heart):** paler than normal skin colour / blue colour, weak pulse, passing out, dizziness or lightheadedness, shock
- **Other:** anxiety, sense of doom (the feeling that something bad is about to happen), headache, uterine cramps, metallic taste

Early recognition of symptoms and immediate treatment could save a person's life!

Act quickly! The first signs of a reaction can be mild, but symptoms can get worse very quickly.

- 1 **Give epinephrine auto injector:** (EpiPen / Allerject) at the first sign of a known or suspected anaphylactic reaction.
- 2 **Call 9-1-1** Tell them that someone is having a life-threatening allergic reaction
- 3 **Give a second dose of epinephrine** as early as 5 minutes after the first dose if there is no improvement in symptoms.
- 4 **Go to the nearest hospital immediately (by ambulance)**, even if symptoms are mild or have stopped. The reaction could worsen or come back, even after proper treatment. Stay in hospital for an appropriate period of observation as decided by the emergency department physician (generally 4-6 hours)
- 5 **Call emergency contact person (person / guardian)**
- 6 **Take the used injectors with you to the hospital (for disposal)**

Emergency Contact Information

Name	Relationship	Home Phone	Work Phone	Cell Phone

The undersigned patient, parent or guardian authorized any adult to administer epinephrine to the above named person in the event of an anaphylactic reaction, as described above. This protocol has been recommended by the patient's physician.

Patient/Parent/Guardian Signature _____

Date _____

Physician Signature ☐ on file _____

Date _____



THE GILES SCHOOL
L'ECOLE GILES



ENROLMENT FORM JK TO GRADE 8

PERMISSION TO ADMINISTER MEDICATIONS FORM

Date: _____

I hereby give permission to the staff at The Giles School to administer:

Name of Medications

to my child: _____ Grade: _____

☐ According to the doctor's orders and instructions as noted on the prescription bottle or vial (for prescription drugs).

☐ According to the following instructions for (non-prescription drugs):

Signature of Parent 1 /Guardian 1

Signature of Parent 2 /Guardian 2

MEDICATION RECORD

Name of Child: _____ Physician: _____

Name of Medication: _____

Date Commenced: _____ Date Stopped: _____

Date	Time	Dosage	Comments	Staff Signature



THE GILES SCHOOL
L'ECOLE GILES



ENROLMENT FORM JK TO GRADE 8

RELEASE TO THIRD-PARTY AUTHORIZATION FORM

The safety and security of children is a primary objective that is our collective duty. It is the sole responsibility of the Parents/Guardians to provide The Giles School with the most current release information in writing. Any student under the age of 16 must be signed out by a Parent/Guardian listed on this form. Students over the age of 16 can pick up/sign out their siblings with the consent of their Parents/Guardians.

My child(re) listed below:

Child's Name: _____ Class: _____

Child's Name: _____ Class: _____

Child's Name: _____ Class: _____

To be released by the Giles School to the following authorized person(s) ONLY:

Name	Telephone	Relationship to Student
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Signature of Parent 1 /Guardian 1

Signature of Parent 2 /Guardian 2



THE GILES SCHOOL
L'ÉCOLE GILES



ENROLMENT FORM

JK TO GRADE 8

MEDIA RELEASE FORM

Student Name: _____

Class: _____

The Giles School would like to use photos/videos of our students in newsletters, advertising, and other forms of internal and external communications, including on The Giles School's website. Student work is identified by the first name only. Names of students in photos are not posted. A school can truly share its strengths when it features students and student work on its website, in newsletters, and on social media. We truly appreciate the opportunity to feature our students in our various marketing venues. Please check the type of media release authorization that you will permit:

- We give permission to The Giles School to publish schoolwork, pictures, and short videos on the school Website ☐ Yes ☐ No
- We permit the Giles School to post photos or work samples on Giles's Instagram and Facebook accounts ☐ Yes ☐ No

Note: By agreeing to this authorization, you release The Giles School, its representatives, directors, officers, agents, employees, and volunteers from any and all liability and legal or equitable claims of any kind related to media publications.

Class List Consent:

Each year, class lists are distributed to each family in each grade. The class list contains the student's name along with the cell/home phone number of the parent's names and emails. Please check if you give the school permission to share this contact information among the classroom families.

- We give permission for this information to be included on the class list.
☐ Yes ☐ No

Signature of Parent 1 /Guardian 1

Signature of Parent 2 /Guardian 2



THE GILES SCHOOL
L'ÉCOLE GILES



ENROLMENT FORM **JK TO GRADE 8**

OFF-SITE/ON-SITE DAY FIELD TRIPS & WORKSHOPS FORM

Student Name: _____

Class: _____

We have many learning opportunities planned for our students this school year. These learning opportunities will enhance our school's commitment to nurturing creative and innovative minds and are relevant to the curriculum.

By signing this permission form, parents do not have to submit separate documents for each trip/workshop throughout the year. This will allow your child(ren) to participate in all school outings scheduled for the current school year. Email reminders will be sent one week before upcoming trips/costs/activities planned, and other important information. The day prior to the trip scheduled, another reminder will be sent out. All activities charges will be deducted from the Activity Fee Account.

Giles School outing uniform is mandatory for all students. The School's jacket, baseball, hat and toque can be purchased through the school office. This attire makes each child easily visible in a crowd.

Important information about Volunteering:

In order to volunteer for school trips, workshops, school events and other planned activities, it is mandatory that parents must have a valid vulnerable sector police check. The vulnerable sector police check must be completed and kept valid. An original copy is to be given to the main office. You must also sign the Volunteer Agreement Form. For more information about the police background check, please contact the office.

We understand that by giving our approval for the event, we release and discharge the School, the Principal, the Staff, and those involved in all activities from any claims, demands, actions or causes of actions of any sort for injuries sustained during the event by my child, except in the cases of gross, wanton, or criminal negligence.

We authorize our child to participate in all field trips and activities, both off-site and on-site, during the current school year.

Signature of Parent 1 /Guardian 1

Signature of Parent 2 /Guardian 2



THE GILES SCHOOL
L'ECOLE GILES



ENROLMENT FORM
JK TO GRADE 8

VOLUNTEER AGREEMENT FORM

Volunteer Name: _____ Class: _____

Skills you would like to help with at the school: _____

Thank you for offering your services as a Volunteer at The Giles School. Your help is greatly appreciated and we hope you will gain much from your experience with us. Please read and sign this Volunteer Agreement Form and submit it to the school office. If both parents are volunteering, a separate form filled out for each parent planning to volunteer will be required.

- ☐ I have read the Giles School Volunteer Policy in the Family Handbook.
- ☐ I agree to support the school's aims and core values.
- ☐ I agree to treat the information I learn from being a volunteer at The Giles School as confidential.
- ☐ I agree to share my contact information with the Parents' Association for the purpose of assisting with future events organization during the school year.
- ☐ I understand that I am required to undergo a Police Reference Check (Vulnerable Sector Screening) to advise the school of my suitability as a volunteer. (Please submit a current PRC certificate to the school, and a copy will be made for the school records.)

Parent/Guardian of (Student Name): _____

Signature: _____

Date: _____



ACKNOWLEDGEMENT AND ACCEPTANCE OF THE GILES SCHOOL HANDBOOK

At the Giles School, students, staff and families are committed to learning about culture through language and industry. Parents/guardians, teachers and students can work hard each day to respect and support ourselves and others as we model and demonstrate three promises.

We promise to be inclusive and equitable.

We promise to be international and diverse.

We promise to be innovative.

It is a privilege to be part of the Giles School. This contract will be an important document during your time at Giles. We invite all community members to sign this commitment as a pledge of a common understanding of our school values.

We ask all parents who have children in PK to Grade 8 to sign and return this Acknowledgement and Acceptance Form as part of the registration process. You will be kept informed of updates and revisions to policies and procedures this school year. This form is a record that acknowledges that

- ☐ The Giles Family Handbook has been read.
- ☐ The Family Handbook outlines important information about the Giles School.
- ☐ We, the Parents, accept the policies and procedures contained and referenced in the Giles Family Handbook.
- ☐ Questions about the content of the handbook will be directed to the School Principal.

We, Parents of _____, have read the Family Handbook and acknowledge and accept the contents as presented in this document.

Signature of Parent 1 /Guardian 1

Signature of Parent 2 /Guardian 2