

Student Application

1	School Year:	Date:	
2	School Name:	Grade:	Member ID#:
3	Student Full Name:	Date of Birth:	Age:
4	Address:		
5	City:	State:	Zip:
6	Email:	Phone:	May we text you? Yes No
7	Parents'/Guardians' Name:		
8	Father's email:	Father's phone:	May we text you? Yes No
9	Mother's email:	Mother's phone:	May we text you? Yes No
10	In case of emergency, notify the following person(s) if parents/guardians cannot be reached:		
	Name:	Phone:	Relationship:
	Name:	Phone:	Relationship:
11	Names of individuals to whom the program staff may release the child as authorized by the person who signs the application: Name: Name: Name:		
12	Student's physician:	Phone:	
	Student's dentist:	Phone:	
	Hospital preference: First choice	Second choice	
13	Does your student have allergies or chronic illnesses? No Yes, If yes what are they?		
	Does your student take medications and/or have a medical plan on file with Jokhyki? If yes, please explain:		
	Please give any other information that you would like the program staff to know about the student (special interests, fears, behaviors, custody arrangements, etc.)		
14	<p>The undersigned gives Jokhyki Enterprise programs permission to use his/her child's name and/or photograph for public relations and marketing purposes.</p> <p>Signature: _____ Date: _____</p>		



In case of emergency, I authorize the Jokhyki Enterprise program staff to obtain medical attention for my student in the event that I cannot be contacted immediately.

Signature: _____ Date: _____

My signature indicates that I have read and understand the procedure for the Jokhyki Enterprise program in which I am participating.

Signature: _____ Date: _____

DISCIPLINE AND BEHAVIOR MANAGEMENT POLICY

The Jokhyki Enterprise Corporation Education programs strives to work in partnership with local school boards’ objectives that positively affect students’ behavioral outcomes therefore Jokhyki Enterprise Corporation will follow local school board policies in accordance to student codes of conduct. Please visit your local school board policy and student handbook for general student conduct standards however Jokhyki Enterprise Corporation will make all final decisions concerning student conduct discipline outcomes.

Praise and positive reinforcement are effective method of behavior management of children. When children receive positive, non-violent, and understanding interactions from adults and others, they develop good self-concepts, problem solving abilities, and self-discipline. Based on this belief of how children learn and develop values, this facility will practice the following discipline and behavior management policy.

We:	We:
1. DO praise, reward, and encourage the children	1. DO NOT spank, shake, bite, pinch, push, pull, slap, or otherwise physically punish the children.
2. DO reason with and set limits for the children	2. DO NOT make fun of, YELL at, or threaten, make sarcastic remarks about, use profanity, or otherwise verbally abuse the children.
3. DO model appropriate behavior for the children.	3. DO NOT shame or punish the children when bathroom accidents occur.
4. DO modify classroom environments to attempt to prevent problems before they occur.	4. DO NOT deny food or rest as punishment.
5. DO listen to the children	5. DO NOT relate discipline to eating, resting, or sleeping.
6. DO provide alternatives for inappropriate behavior to the children.	6. Do NOT leave the children alone unattended or without supervision.
7. DO provide the children with natural and logical consequences of their behaviors.	7. DO NOT leave the children in locked rooms, closets, or boxes as punishment.
8. DO treat the children as people and respect their needs, desires, and feelings.	8. Do NOT allow discipline of children by children.
9. DO ignore minor misbehaviors.	9. DO NOT criticize, make fun or otherwise belittle children’s parents, families, or ethnic groups.



10. DO explain things to children or their levels.	
11. DO use short supervised periods of "time-outs".	
12. DO stay consistent in our behavior management program.	

DISCIPLINE PROCEDURES:

It is important that children respect themselves, other people and property. Discipline should be viewed in a very positive manner with appropriate activities, mutual respect, adequate planning, and consistent supervision contributing to a climate in which self-discipline can flourish.

The Coordinator will set aside time during the first week to develop and discuss guidelines, procedures and rules with the children. These will be reviewed as necessary throughout the school year

Occasionally children will need to be removed from a situation when they cannot act appropriately. The Coordinator should be contacted to assist with these situations in order to minimize disruption to the Jokhyki Enterprise program. The student may be taken to another place to regain his/her composure.

If problems with a child seem to arise frequently, the parent will be notified and a conference scheduled to discuss these concerns. Persistent and/or severe misbehavior may result in the child being withdrawn from the program.

Time Out

"Time Out" is the removal of a child for a short period of time (3 to 5 minutes) from a situation in which the child is misbehaving and has not responded to other discipline techniques. The "time-out" space, usually a chair, is located away from classroom activity but within the teacher's sight. During "time-out", the child had a chance to think about the misbehavior, which led to his/her removal from the group. After a brief interval of no more than 5 minute, the teacher discusses the incident and appropriate behavior with the child. When the child returns to the group, the incident is over and the child is treated with the same affection and respect shown the other children.

Adapted from original prepared by Elizabeth Wilson, Student, Catawba Valley Technical College

I, the undersigned parent or guardian of _____, do hereby state that I have read and received a copy of the facility's Discipline and Behavior Management Policy and that the facility's direct/coordinator (or other designed staff member) had discussed the facility's Discipline and Behaviors Management Policy with me.

Date of Enrollment: _____ Signature of Parent/Guardian: _____



STATEMENT OF RECEIPT

- The Jokhyki Enterprise Student Program Application
- The Discipline and Behavior Management Policy
- Payment Plan
- Registration Confirmation

Program Name (s): _____

I, _____, the parent, legal guardian, or full-time custodian of _____ certify that I have received a copy of Parent Information that contains important information and policies of the Jokhyki Enterprise Programs, the Discipline and Behavior Management Policy, the Payment plan if all membership, program, and supply fees are outstanding at time of registration, and a Registration confirmation of enrollment of my child's particular program. They have been discussed with me, and I have no further questions concerning their content.

Parent's/Legal Guardian's Signature

Date of Enrollment

Site Coordinator Signature