

Shorashim

The United Jewish Congregation of Hong Kong
Jewish Community Centre
One Robinson Place
70, Robinson Road
Mid-Levels
Hong Kong

May 29th, 2008

Dear UJC Members and friends,

I'm pleased to send you the Shorashim 2008– 2009 registration forms. If you are a new family to Shorashim, I would like to thank you for joining us and I hope that you will feel part of the Shorashim family very soon. To our Shorashim families that are returning to us I can only say welcome home and get ready for another great year.

Shorashim is a special place that brings together UJC members and non-members. We all meet at Shorashim every Sunday to share together Jewish experiences and study. This coming year we will again offer a full range of activities for all ages, from 3 to 18, including classes for 3 to 12 year olds, a bar/bat mitzvah program (for 12-13 years old) and our special Madrichim (Teacher Assistants age 13 and up) program.

Last year we had a very successful and exciting year for Shorashim. We established the *Chai* Curriculum for Jewish studies and *Sarah and David* for Hebrew. In order to keep expanding, I would like to ask you to share your enthusiasm with other people. This way, you can help us recruit new students and families.

I am sending you the forms which need to be completed in order to be part of Shorashim. Please fill in all the attached forms and send/fax them to the UJC office at your earliest convenience.

Please send back these forms as soon as possible, and preferably before you leave for the summer to allow us to better prepare for the upcoming year, we need to organize classes, teachers and materials.

Please send in the forms **before June 20th, at the latest.**

Your co-operation is highly appreciated.

Please feel free to call or email if you have any questions, ideas or comments about Shorashim.

Enjoy your summer vacation and have a safe and happy break.

Warm regards,

Riki Shemesh

Education & Programming Director

riki@ujc.org.hk

REGISTRATION FORM FOR SHORASHIM YEAR 5769 (2008 – 2009)

Please fill in the attached forms IN CAPS: Personal details; Supplementary information for each student; Parent Volunteer Form and Consent Form.

Registration can be considered complete only with the submission of all of the mentioned forms.

REGISTRATION DEADLINE IS 1st AUGUST. APPLICATIONS RECEIVED AFTER THIS DATE WILL BE SUBJECT TO A LATE FEE OF \$250.

Thank you!

Mother or Guardian Full Name _____

Father or Guardian Full Name _____

Address _____

Address _____

Home Phone _____ Work Phone _____

Home Phone _____ Work Phone _____

Mobile _____ Email _____

Mobile _____ Email _____

Occupation/Business Name _____

Occupation/Business Name _____

Religion _____ Number of years in Hong Kong? _____

Religion _____ Number of years in Hong Kong? _____

Where is your home community? _____

Where is your home community? _____

Is your family a member of the UJC? _____

Student's English Name (First - Last)	Student's Hebrew Name	Birth date day/Month/yy	2008- 2009 Secular School and Grade	Last grade of religious school completed:	Will you be a mid-week Hebrew student?

Supplementary Student Information

Student's Name:			
Name and number of years at another Hebrew or Religious School.			
Favorite activities, areas of strength and interest.			
Any known learning disabilities (e.g. Dyslexia, ADD, sight or hearing impediments, etc.)			
Any medical information we should know (e.g. medications, allergies, dietary restrictions, etc.).			
Any special personal or family situations which may have a significant effect on the student.			
Anything else we should know about the students' family.			

SHORASHIM FEES 2008 -2009

Grade	Tuition Fee Non-Members HK\$	UJC Members Tuition Fee HK\$	Books and activities HK\$	Late fee (due for registration forms submitted after 1st August 2008) HK\$
G, K, 1, 2, 3, 4	14,000	7,000	500	250
5, 6, 7	17,000	8,500	500	250
Bar/Bat mitzvah program	17,000	8,500		250
High school (Madrachim)	0	0		0

Important information:

1. Since UJC sponsors most of Shorashim's expenses, School Fees for non UJC members are double. Books and activity fees as well as late fees are the same.
2. Sibling discount: less 10% of lower tuition for second child and 15% for third.
3. Special payment arrangements can be made. Please contact the Education Director for more information.

SHORASHIM 5769

2008 - 2009 Parental Involvement

Mother's Name _____

Phone (home) _____ **(work)** _____

E-mail address _____

Father's Name _____

Phone (home) _____ **(work)** _____

E-mail address _____

One of the most important things about Shorashim and one of the things that make Shorashim so special is the community feeling that we have created together. One of the key elements of creating community feeling is parents' involvement. Parental involvement not only makes you a part of the Shorashim community but it also sends an important message to your children about the importance of participation and involvement in the community.

This year we want to develop parents' involvement to make the Shorashim experience more meaningful. I want to do that by asking each of you to sign up for one of our parental involvement options. You can play a big part by joining the PTA or the holiday committees or special activity committees, or helping on a specific holiday/activity, or by taking the responsibility for security or first aid.

Thank you for helping us to make Shorashim special for us all!

Please sign your name next to your preference:

_____ **PTA:** Be involved and help us with setting school agenda and facilitate parental involvement in our activities.

_____ **Special activities:** Help organize special activities such as Shorashim Shabbat, hikes, etc.

_____ **Helping on a specific holiday/event:** Either on the day or preparation for the day.

_____ **First Aid Supplies:** Purchase first aid supplies for the beginning of the school year and check supplies periodically during the year.

_____ **Bagel & Bina:** Area of expertise, where you can enrich your fellow parents during Bagel & Bina Sunday sessions.

_____ **Security:** Be involved in security briefing and in charge of parents' security shifts.

Parental Consent Forms

For Activities Away from Shorashim

Prior notice will be given for all excursions and activities away from the school.

I give my child/children, _____ permission, upon proper notification, to participate in any supervised curricular or extracurricular activities sponsored by The United Jewish Congregation of Hong Kong. I understand that this may include leaving the Shorashim site and travelling by public or private transportation.

(Date)

(Signature)

(Relationship)

For Emergency Medical Care

Parents will be notified immediately in the event of any emergency involving their child/children.

Name of Family Physician _____

Address _____

Telephone _____

Name of Family Dentist _____

Address _____

Telephone _____

In case of emergency, if we can not reach you, who should be contact?

Name _____ Telephone _____

Name _____ Telephone _____

In the event of an emergency involving my child/children, _____, I give my consent for The United Jewish Congregation of Hong Kong to seek and administer the appropriate medical care, with the understanding that I will be notified as soon as possible of any such incident.

(Date)

(Signature)

(Relationship)

Release and Indemnity

I the undersigned, _____ agree that neither The United Jewish Congregation of Hong Kong ("the UJC") nor The United Jewish Congregation School ("Shorashim") nor any parent carrying out parental supervision of my child/children will be responsible for any injury in the absence of negligence or loss which my child/children may suffer while attending Shorashim. I accordingly hereby release the UJC and Shorashim, as well as all of its officers, staff (both administrative and non-administrative) and parents carrying out parental supervision from any liability for any such injury in the absence of negligence or loss and indemnify each of them against all actions, claims or proceedings which may be brought against all or any of them by reason thereof.

(Date)

(Signature)

(Relationship)

The United Jewish Congregation of Hong Kong

SHORASHIM

Religious School Program

PERSONAL INFORMATION COLLECTION STATEMENT

This statement sets out The United Jewish Congregation of Hong Kong Hebrew & Religious School's ("Shorashim") policy and practices in relation to the collection of personal data from a parent and/or guardian (hereinafter collectively referred to as a "Parent") for or in relation to the purposes set out hereunder and the Personal Data (Privacy) Ordinance (the "Ordinance").

From time to time, it may be necessary for a Parent to supply Shorashim with personal data (which data may relate to the Parent himself/herself or his/her child(ren)) in connection with the attendance of his/her child(ren) at Shorashim.

Failure to supply the requested personal data may result in delay or inability of Shorashim in processing the child(ren)'s registration.

The purposes for which data relating to a Parent and/or his/her child(ren) may be used are as follows:-

- establishing the identity and educational objectives of a Parent
- facilitating the best learning experience possible for the student
- meeting the requirements, including the requirement to make disclosure, under of any law, rules, regulations or codes binding on the Company and/or
- for purposes relating or incidental thereto

Data held by the Shorashim relating to a Parent and/or his/her child(ren) will be kept confidential but the Shorashim may provide, transfer, disclose or exchange such personal data to:-

- any other person under a duty of confidentiality to Shorashim who/which has undertaken to keep such information confidential
- any legal, accounting or professional person, firm or body and
- any government bodies, law enforcement or other regulatory authorities and corporation under any applicable law, rules or regulations

A Parent may be entitled under the Ordinance to request access to or to request the correction of any data supplied by him/her, in the manner and subject to the limitations prescribed therein.

In accordance with the terms of the Ordinance, Shorashim has the right to charge a reasonable fee for the processing of any data access request.

All enquiries or requests shall be directed to:

The United Jewish Congregation of Hong Kong
Shorashim Religious School Program
Jewish Community Centre
One Robinson Place
70 Robinson Road
Mid-Levels
Hong Kong