

Shorashim

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

June 1, 2009

Dear UJC Members and friends,

I'm pleased to send you the Shorashim 2009 – 2010 registration forms. To our Shorashim families that are returning to us I can only say that we are looking forward to a great year. If your family is new to Shorashim, I would like to thank you for joining us and I hope that you will feel part of the Shorashim community very soon.

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. Students ages 3 to 12 will participate in Judaica and Hebrew classes, and post-Bar/Bat Mitzvah students will be eligible for our Madrichim (Teacher Assistants program). This year we are planning to offer a special program for students with upcoming B'nai Mitzvah to help prepare them more fully for this important rite of passage. And of course, there will be Bagels and Bina, offering adults an opportunity to learn, discuss, and nosh.

While I am new to the position of Education Director, I am familiar with the wonderful sense of community that has developed around Shorashim. My children have enjoyed their participation in Shorashim this past year, and I am very excited to build on the solid foundation that has been established. I hope that you will continue to share your enthusiasm about Shorashim with others and help us recruit new students and families to the program.

Attached to this letter are the forms necessary to register your child/ren for Shorashim. Please complete the forms and send/fax them to the UJC office.

Please complete the registration forms as soon as possible, and return them **before June 21st, at the latest**. Completing your Shorashim registration before you leave for the summer will allow you to “cross one thing off your list,” and will allow us to better plan and organize for next year. Thank you for your cooperation!

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. I look forward to seeing you Sunday mornings at Shorashim!

Warm regards,

Rabbi Martha Bergadine
rabbimarta@ujc.org.hk

REGISTRATION FORM FOR SHORASHIM YEAR 5770 (2009 – 2010)

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? _____

Is your family a member of the UJC? _____

Student's English Name (First - Last)	Student's Hebrew Name	Birth date day/month/year	2009 - 2010 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 2009 - 2010

Grade	Tuition Fee Non-Members HK\$	UJC Members Tuition Fee HK\$	Books and activities HK\$	Late fee (due for registration forms submitted after 1 st August 2009) 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 5770

2009 - 2010 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.

Please take the opportunity to sign up for one of our parental involvement options. You can play a big part by helping with holiday celebrations or special activities, providing security at Shorashim, or sharing your expertise at Bagels & Bina.

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

Please sign your name next to your preference:

_____ **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.

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

_____ **Security:** Be involved in security briefing and take turns filling 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