

## Global Enrichment

### Program Description

Global Enrichment Inc. is an after-school and enrichment program primarily run in French and seeks to develop their language skills. In addition, the 4H program is involved to enhance parts of activities on developing skills. Global Enrichment is open Monday-Friday from dismissal until 6:00pm on regular school days, until 5:00pm on half days, and closed for holidays. Every day, students can receive semi-private instruction to improve their reading comprehension, writing, and math skills and participate in fun enrichment activities! All students are welcome to sign up.

Global Enrichment's mission is to create and sustain a safe learning environment where students can access expanded learning opportunities and integrated education. There are three components of the Global Enrichment Program:

#### Academic Support Program:

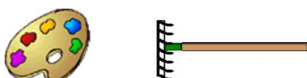


Students study subjects such as Reading, Writing, and Math. We provide a time and space to have tutoring with other students and get help from French trained instructors. Occasionally English will be used to clarify directions.



#### Recreational Program:

Students participate in physical activities including, some Structured Physical Activity, all while practicing French speaking language skills. Weather permitting these activities may take place outdoors.



#### Enrichment Program:

Global Enrichment is a place to have fun, learn, create and meet new friends! Students participate in classes such as Life Skills, Arts and Crafts, Music, and more. Occasionally, we will host cooking, art and craft, and drawing classes at no additional cost.

#### Calendar:

*Start Date:* The programs start on Tuesday, September 2, 2025, after dismissal.

*Closed:* All school holidays and vacations. *(Please see MCPS or Global Enrichment websites for schedules)*

*End Date:* The program ends the last day of school, currently scheduled June 17, 2026.

For more information or with any questions, contact:

Program coordinator: Susan Nahmias, M.Ed. 240-888-6025

-or-

GlobalEnrichmentInfo@gmail.com

Or visit:

[www.globalenrichment.org](http://www.globalenrichment.org)



These materials are neither sponsored nor endorsed by the Board of Education of Montgomery County, the superintendent, or this school.

## Program Policies (1 of 2)

### Enrollment:

- A completed Enrollment Information Form and a signed Parent or Guardian Release Form must be returned to the Global Enrichment Coordinator to enroll.
- Enrollment is limited in some of our programs so there may be a waiting list.
- Students and parents will be contacted by the Global Enrichment Coordinator to let you know if there is a spot for your child in the program.
- Participants will not be discriminated against based on race, ethnicity, or disability.

### Follow Class Time Rules Policies

- Participants are expected to show and display respect and cooperation with all program staff, instructors, volunteers, and students at all times.
- Arrive On-Time: All students are expected to arrive on time to class. You will need a written note from a parent, guardian, or teacher if you are late to the program.
- Stay on school grounds: Students are not permitted to leave school grounds during or before the program unless accompanied by their parent or guardian.

### Tutoring

- The enrichment program will help students with any assigned topics requested by parents in advanced. Otherwise, we will work on assignments provided by Global Enrichment's reading, writing, and math curriculum.

### Dismissal

- For safety reasons, students may not be picked up from the program by anyone that is not listed on the Enrollment Information Form and may be asked to show personal ID.

### Medication

- Medication will not be administered to a student by a Global Enrichment staff member. This includes antibacterial medication for cuts.
- If a student experiences a minor cut, staff will wash out the wound with soap and water and apply a Band-Aid.
- If medication is needed, parents/guardians need to notify the school nurse for administering, instructions during school hours.

### Parents and Caregivers:

- Please keep us updated with your current mailing address, email, and phone numbers at all times so that we may contact you as needed.

## Program Policies (2 of 2)

### Consequences

- Global Enrichment has a discipline policy that gives positive guidance, allows for redirection and sets clear behavior limits. The discipline policy has been designed to assist participants and staff in developing self-control, self-respect, respect for others, and consideration for the rights and of others.
- Students that do not follow the above listed requirements and policies may receive, a phone call home, suspension from the enrichment program, or they may be dropped from the program.

### Participant Termination Policy

Participants will forfeit their space in the program for any of the following reasons:

- Behavior that threatens physical or emotional safety of others
- The expressed written request of a parent or guardian
- The fee for each month must be paid before the beginning of the month or the student will not be able to continue with the program.

## Enrollment Information

Students, parents/guardians and/or caregivers, please fill out the following information and return this form to the Global Enrichment Program Coordinator. This form is required to participate in the program.

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Gender:    ☐ Female    ☐ Male    Birth date: \_\_\_\_\_

Parent/Guardian Name(s): \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Do the parents/guardians speak English or French?    ☐ Yes    ☐ Some English    ☐ Some French    ☐ No

If no, parents/guardians, what languages do you speak? \_\_\_\_\_

My child will attend the program on the following days (check):

☐ Monday    ☐ Tuesday    ☐ Wednesday    ☐ Thursday    ☐ Friday -    ☐ All Week

### Payment

The fee for first month of the program is due at registration. Please register through PayPal before then. Each student registration requires a \$140 materials fee.

There is a \$40 registration fee per year per family.

The MONTHLY FEE for:    5 days/week - \$460.00 per month  
                                    4 days/week - \$420.00 per month  
                                    3 days/week - \$360.00 per month

Fees are pro-rated if students join our program after the start of the month.

There is a 10% discount for each child beyond the first from a single family.

We require all payments to be processed through PayPal's auto-pay subscription. Please note that all payments made throughout the year for each month are non-refundable.

See [Globalenrichment.org](http://Globalenrichment.org) website for PayPal payment

## Parent or Guardian Enrollment and Financial Commitment Form

Students, parents, and legal guardians, please read carefully, sign, and return this form to the Global Enrichment Program Coordinator. A parent or legal guardian signature on this form is required to participate in the program.

### **Registration/Re-enrollment:**

I understand that the registration fee is due upon enrollment/re-enrollment. I understand that these fees are non-refundable and that my enrollment is not considered complete until this fee is paid.

### **Financial Responsibilities:**

I understand that tuition is based on a 10-month schedule for our after-school programs. To ensure that Global Enrichment continues to be available for all families and students, I agree to make non-refundable tuition payments on a monthly schedule starting with the first month of attendance and until (1) the end of the school year or (2) after I have given 30 days' notice of withdrawal.

I understand that in cases of divorce with joint custody, each parent is responsible to fulfill all financial obligations regardless of personal cost sharing agreements. In cases of single parent custody, the custodial parent is financially obligated and must sign this form.

### **Withdrawal Policy:**

I agree to give thirty (30) days written notice if I plan to withdraw my/our child and understand that I am obligated to pay the tuition for the 30 days following the date I give notice. It is my responsibility to notify Global Enrichment Program by submitting a written notice to Global Enrichment or by sending an email to [GlobalEnrichmentInfo@gmail.com](mailto:GlobalEnrichmentInfo@gmail.com). The 30 days will be calculated from the date the notice is received.

### **Tuition payments:**

Tuition payments are due on or before the 1st of every month. If the 1st falls on a weekend or holiday, tuition is due on the last business day before the 1st. Tuition is due in full each month regardless of illness, weather, closures or vacations. Global Enrichment does not pro-rate tuition and/or give credits for any school breaks or student absences during the year.

I understand that I have the opportunity to receive a 5% discount for a full year of tuition if paid in full by check or cash, on or before the 20th of August.

Otherwise, I understand that all families are required to sign up for automatic payment. If tuition has not been received by the 1<sup>st</sup> of the month, a late fee of \$35 will be charged and added to that month's payment. In addition, a \$35 fee will be applied for all returned checks.

**Late pick-up fee and student absences:**

I understand that I will be charged a \$2 per minute late-fee if I pick up our child(ren) after program closure, 6:00pm on normal school days or 5:00pm on early release days.

I understand that I will be charged for any days that I sign up, regardless of whether my child attends or not. I understand that no refunds are given if my child does not attend.

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Parent/Legal Guardian Name (Print)

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Parent/Legal Guardian Signature

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Date

### Parent or Guardian Release

Students, parents, and legal guardians, please read carefully, sign, and return this form to the Global Enrichment Program Coordinator. A parent or legal guardian signature on this form is required to participate in the program.

#### For Emergency Treatment

I authorize Global Enrichment to arrange for transportation in case of accident or acute illness of the participant. In the event it is not possible to receive instruction for the participant's care, consent is given to any licensed physician for treatment. I allow the physician to administer medication and to perform necessary treatment for the preservation of the participant's health and well-being. I understand that any cost incurred for treatment of sudden illness or accident shall be paid by me. This authorization and consent for treatment is given to Global Enrichment.

#### General Release of Liability

In consideration for being allowed participant privileges in any program of the Global Enrichment I hereby assume full responsibility for any risk of bodily injury, death, or property damage and/or while using the premises or any facilities or equipment hereon. I further agree to hold harmless Global Enrichment their partners, directors, officers, employees and volunteers from any and all claims that may result from any action for damages, including but not limited, to such claims that may result from injury or death, accident or otherwise, during or arising in any way from said activity. I acknowledge that this General Release of Liability of Global Enrichment and its partners is binding on me, the parent or guardian, and not my heirs, personal representatives, successors, and assigns.

#### Community Field Trips

Global Enrichment may take short field trips on occasion that are within the school community. We will always return by normal dismissal time, unless we notify you in advance. I give permission for my child to leave the school property with supervision from Global Enrichment partners, directors, officers, employees, and volunteers. While taking part in these community field trips I release the Global Enrichment from responsibility for any risk of bodily injury, death, or property damage as covered in the "General Release of Liability."

#### Media Release

I hereby consent to the use of my/my child's name, likeness and speech in any audio tape, video tape, film or photograph made in any Global Enrichment activity for the business or publicity purposes of Global Enrichment and its partners. I understand that any participation offers no remuneration and that my child's name, likeness and speech may be edited, produced, recorded for duplication and distribution throughout the United States and abroad. I expressly release Global Enrichment its licensees, assignees, affiliates and successors from any privacy, defamation, or other claims have arising out of broadcast, exhibition, publication, or promotion of this program.

- Please sign here if you do not agree to the Media Release \_\_\_\_\_

I have read and fully understood the Parent or Guardian Release form:

\_\_\_\_\_  
Parent/Legal Guardian Name (Print)

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

\_\_\_\_\_  
Date