



CARDEN CONEJO SCHOOL  
975 EVENSTAR AVENUE, WESTLAKE VILLAGE, CA 91361  
805-497-7005

## 2024—2025 Elementary School Application (Kindergarten—5<sup>th</sup> Grade)

The Application Deadline is Friday, March 1<sup>st</sup> @ 3:00 pm. Acceptance Letters will be mailed on March 12<sup>th</sup>.  
**Please submit the following items with the application:**

\_\_\_ **Report Cards** (Include report cards from **all** previous grades. If applying for Kindergarten, include any teacher reports from primary school)

\_\_\_ **Teacher Letter of Recommendation**

\_\_\_ A **Writing Sample** that your child completes independently

\_\_\_ A non-refundable **Application Fee of \$150** (check made out to Carden Conejo School)

Name of Student \_\_\_\_\_

Circle grade you are applying for:    K    1    2    3    4    5

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_  
(All students applying to Kindergarten must turn 5 yrs. by September 1<sup>st</sup>, 2024)

Name of Current School: \_\_\_\_\_

Student's Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Mother's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

Father's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

E-mail Address \_\_\_\_\_

Languages spoken at home \_\_\_\_\_

Sibling/s name/s and age/s \_\_\_\_\_

Does your child participate in any extra-curricular activities? Please list.

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What are your child's academic strengths?

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What are your child's academic challenges?

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What are your child's personal strengths?

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Does your child ever struggle socially? When?

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Has your child ever skipped a grade? \_\_\_\_\_ Repeated a grade? \_\_\_\_\_ Which? \_\_\_\_\_

Does your child receive any special services, have an IEP or 504 Plan, have behavioral symptoms, or diagnosis, or curriculum modifications? If yes, please explain below. Attach a separate sheet of paper if necessary.

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Which parent is financially responsible for the child \_\_\_\_\_

How did you hear about Carden Conejo? \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

# CARDEN CONEJO SCHOOL

975 EVENSTAR AVENUE  
WESTLAKE VILLAGE, CA 91361

(Pre-School – 5<sup>th</sup> Grade)

## ENROLLMENT AGREEMENT FOR THE **2024-2025** ACADEMIC YEAR

Name of Student: \_\_\_\_\_ Applying for Grade: \_\_\_\_\_

**INCLUDE THE APPLICATION FEE OF \$100 FOR PRIMARY SCHOOL OR \$150 FOR ELEMENTARY SCHOOL**

### TERMS AND CONDITIONS

This Enrollment Agreement ("Agreement") is made between Carden Conejo School ("School") and the undersigned Parent(s). Upon receipt by Carden of a duly executed version, this Agreement becomes the contractual understanding between Carden and Parents.

The School reserves the right of dismissal of any child who does not meet the expectations of the School as determined solely by the Head of School. Parents must adhere to the Code of Conduct which is provided as an addendum to this document

The School has many expenses of a continuing nature, such as faculty salaries and plant maintenance. In order to plan and maintain these services over the entire academic year, it is essential that the annual income and fees be assured. For this reason, it is understood that students are enrolled for the entire academic year or such portion as may remain after the date of entrance. **Tuition for the whole of the enrollment period shall be deemed earned in full at the time the student attends his or her first class.**

In view of the foregoing, no reduction or remission of fees can be allowed by the School for absence, suspension, dismissal or withdrawal. Because of this necessary regulation, the School requires the Tuition Refund Plan insurance ("TRP") for those who pay less than one full year's tuition in advance. The TRP protects the parents at a small cost in the event of absence or withdrawal from classes. The terms and conditions of the TRP are provided as an addendum to this document.

Tuition may be paid in equal monthly installments, in advance, the first payment becoming due and payable on July 1, 2024, and on the first of every month hereafter. All other fees and charges are due and payable on July 1, 2024. A delinquent charge of \$40.00 per month is added to all past due accounts.

I also understand and agree that in the event I (we) default on any monies or payments herein agreed to be paid, the entire balance owing shall become immediately due and payable; and in the event it becomes necessary to engage an attorney or collection agency or to institute legal action to

enforce the terms of this agreement, I understand that I will be liable to pay all collection agency fees, attorney's fees and costs of suit incurred by the School.

Parent endorses the School's belief that students learn and grow through active involvement in a wide range of endeavors. In addition to regular classes, these include outdoor activity trips and other outings in diverse natural settings, individual and team athletics, and a wide range of co-curricular and extracurricular trips and programs. Accordingly, Parent hereby gives full consent and permission for a Student to participate in all recreational, athletic, co-curricular, and extracurricular activities offered by the School, including trips away from School premises and associated transportation. Parent acknowledges and understands that, during such activities, Student may be exposed to physical dangers and/or unforeseen circumstances and occurrences that are inherent in these activities and impossible for the School or participants to fully control or eliminate. These physical dangers include, but are not limited to, the risk of serious physical injury or disability (including death), and severe emotional trauma. These unforeseen circumstances and occurrences include, but are not limited to, illnesses, accidents, weather conditions, terrorist or other criminal attacks or activities, the need to use third-party vehicles, and other unusual events and situations. With full understanding of such risks, Parent on behalf of Parent and Student releases and discharges School, its trustees, its employees, agents and representatives from any and all liability or any injury incurred by Student while attending School and participating in School classes, programs, activities, and events, including athletics and any School-sponsored trips away from School premises, from any cause, including but not limited to the ordinary negligence of School, its trustees, its employees, agents, and representatives. This release does not release claims for gross negligence or intentional conduct. Parent understands that under this release, Parent is giving up the right to assert certain claims against the School, its employees, agents or representatives for ordinary negligence.

Carden Conejo School admits students of any race, color, national and ethnic origin.

Parent or Legal Guardian (Signature) \_\_\_\_\_ Date \_\_\_\_\_

Application approved \_\_\_\_\_ Date \_\_\_\_\_  
Head of School, Carden Conejo School