

# 2018 – 2019 EXTENDED DAY PROGRAM REGISTRATION FORM

If you require supervision for your child outside of the regular school hours, please complete the application form below.

The before-school program runs from 7:30 a.m. - 8:35 a.m., and the after-school program runs from 3:30 p.m. - 5:30 p.m., except on early dismissal days when the program begins at 2:30 p.m.

Additional child care is available on days when there are no classes. Online registration will be available June 2018.

Child's Name \_\_\_\_\_ Gender \_\_\_\_\_  
Date of Birth: Day \_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_ Grade as of September 1, 2018 \_\_\_\_\_

Child's Name \_\_\_\_\_ Gender \_\_\_\_\_  
Date of Birth: Day \_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_ Grade as of September 1, 2018 \_\_\_\_\_

Child's Name \_\_\_\_\_ Gender \_\_\_\_\_  
Date of Birth: Day \_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_ Grade as of September 1, 2018 \_\_\_\_\_

## **Parent Contact Information**

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

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

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

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

If you are separated or divorced, is there a court injunction preventing the other parent from visiting the child or picking him/her up at the program? Yes \_\_\_\_ No \_\_\_\_

## **PERSONS AUTHORIZED TO PICK MY CHILD(REN) UP FROM THE PROGRAM**

The following persons are authorized to pick my child(ren) up from the school. I will notify you of any changes (additions or deletions) to this list.

Name	Relationship to child
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**(Please complete reverse side.)**

**Care required (please check one only):**

**FULL-TIME COMMITMENT**

AM and PM \$12.00 per day\*  
 AM only \$6.00 per day\*  
 PM only \$9.00 per day\*

- Full Time - Monday – Friday AM and PM  
 Full Time - Monday – Friday AM only  
 Full Time - Monday – Friday PM only

\* 50% discount for second and subsequent children

**PART-TIME COMMITMENT** (minimum two days per week; cost is the same as full-time care)

TIMES	Monday	Tuesday	Wednesday	Thursday	Friday
Before-School 7:30 – 8:35 a.m.					
After-School 3:30 – 5:30 p.m.					

**FULL/PART TIME:** Families will be invoiced monthly according to the commitment selected. This fee reserves the space for the child, regardless of attendance.

**CASUAL DROP-IN** (maximum one day per week - must be registered)

AM and PM \$17.00 per day\*  
 AM only \$9.00 per day\*  
 PM only \$13.00 per day\*

Families must contact the school each time a casual attendance is requested, to confirm that space is available for that day. Families will be invoiced for each drop-in visit.

Please note:

- Invoices are issued at the beginning of each month, with payment due upon receipt.
- Families are required to pay for days missed.
- A two-week written notice is required for changes to or withdrawal from the program.
- Schedule changes are subject to a \$20 administrative fee.
- **Late Fees** - The after-school program closes promptly at **5:30 pm**. You are expected to call the school if you are going to be late. A late fee of \$10 per child will be charged after 5:30 pm, and for every additional 15 minutes late. All late fees will be invoiced monthly.

I have read and agree to the information outlined above.

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

\_\_\_\_\_  
 Date