

AFTER SCHOOL PROGRAM POLICY AND REGISTRATION
2009-2010 School Year

Childcare is available Monday through Friday from 3:00 to 6:00 PM for lower school students only. On early dismissal days, childcare will be available beginning at noon. **No childcare will be available on teacher workdays, student holidays, afternoons before Thanksgiving break, Christmas break, Easter/Spring break, or the last day of school.**

Drop-ins are available to Academy students **with 24-hour advance notice only** (please send a note or registration form to your child's teacher prior to the day you need childcare). You will be notified **if space is not available.**

All students **must** be signed out of the After School Program daily by a parent, guardian or other pre-designated caretaker. Adults may be asked to show proper identification prior to releasing a student to their care.

If you know your child will be participating in Mt. Bethel UMC on site activities (such as choir or recreational sports) or scout programs and will need to leave the After School Program, please indicate this on your registration form. Your child will be taken to and picked up from these activities by our after school caretakers unless notified otherwise by a parent or guardian. Mt. Bethel Christian Academy does this as a service to parents and does not assume responsibility for your child while he/she is attending these programs.

- ❖ **Pre-registered continual childcare is billed monthly at \$12.00 per day. On early release days an additional \$8.00 per day will be billed. **Students will need to bring a lunch from home on early release days.** A late fee of \$1.00 per minute will be charged for pick-up after 6:00 PM. No refunds will be given for missed days.**
- ❖ **Drop-in childcare is billed monthly at \$14.00 per day. On early release days an additional \$8.00 per day will be billed. **Students will need to bring a lunch from home on early release days.** No refunds will be given for missed days.**
- ❖ For families requiring continual childcare, please complete the form below and **return it by May 25** to the Academy Office.

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After School Program Registration

CHILD'S NAME _____ GRADE (2009-2010) _____

PARENT/GUARDIAN _____ PHONE _____ CELL _____

PREFERRED E-MAIL _____

- Yes, I will need continual after school care for my child throughout the school year. I understand I will be billed monthly for this service. If yes, please indicate which days you will need after school care:

_____ Mondays _____ Tuesdays _____ Wednesdays _____ Thursdays _____ Fridays

Comments: _____

- Yes, I will need childcare on a drop-in basis. I will notify the Academy Office 24 hours in advance.
- I anticipate my child will be participating in on site after school activities (choir, recreational sports, scouts, etc.). The Academy understands that registration for many activities may not take place until after the start of the school year. When available, please inform the after school director as to which activities and which days/times your child will be participating in extracurricular activities while in our care.
- Yes, I will need childcare from noon until 3:00 on the following dates _____
Note: this option is only available to students enrolled to stay past 3:00p.m. for the regular ASP program.

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I have made the above choices for my child in the Mt. Bethel Christian Academy After School Program. I understand I will be billed monthly for this service. **No refunds will be given for MISSED OR CANCELLED DAYS.**

\_\_\_\_\_  
*Parent Signature*

\_\_\_\_\_  
*Date*