

Lakehurst Elementary School District
301 Union Avenue, Lakehurst, New Jersey 08733

BEFORE AND AFTER SCHOOL CHILD CARE APPLICATION FOR 2019-2020

To register and ensure child care beginning on the first day of school,
please complete this form and deliver before Wednesday, August 28, 2019.

Payment of \$15 cash registration fee is required with this application.

PAYMENT OPTIONS:

1. cash, in our office 2. check made payable to Lakehurst Board of Education 3. money order

1. Child's Last Name: _____ First Name: _____ Grade (2019-2020) _____

2. Child's Last Name: _____ First Name: _____ Grade (2019-2020) _____

3. Child's Last Name: _____ First Name: _____ Grade (2019-2020) _____

4. Child's Last Name: _____ First Name: _____ Grade (2019-2020) _____

NOTE: (Must be enrolled for 3, 4, or 5 days per week. AM Care will begin at 6:30 AM until school day commences; PM will begin at dismissal until 5:45 pm.)

AM Child Care – (minimum of 3 days) please circle days: M T W TH F
(School Breakfast Program Available)

PM Child Care - (minimum of 3 days) please circle days: M T W TH F
(Snack and Drink Provided)

For each child registered after the initial child, there will be a 5% discount. (Example: Full time before and after care, cost will be \$10.00 less.)

EMERGENCY ARRANGEMENTS:

In the event of an emergency (snow, other) and school is closed early I request the following option:
(please check one option only)

A. Have my child(ren) walk home with designated individuals listed in the Parent Portal/Student Dismissal Plan. _____
(please initial)

B. I will pick my child(ren) up at school by *early dismissal time* _____ (please initial)

We will follow Lakehurst Elementary School calendar which will include weather emergencies, weather early dismissals and delayed openings.

<u>Parent/Guardian #1</u>	<u>Parent/Guardian #2</u>
Name: _____	Name: _____
Address: _____	Address: _____
Cell Phone: _____	Cell Phone: _____
Work Phone: _____	Work Phone: _____
Other Contact: _____	Other Contact: _____

EMERGENCY MEDICAL RELEASE

If emergency medical care is deemed necessary and I cannot be contacted, I authorize the Child Care staff to act on my behalf in granting permission for my child to receive emergency treatment.

Medical Insurance _____
(company and policy number)

Medical/Health Concerns (medications, allergies, special needs, etc.)

AUTHORIZED EMERGENCY CONTACTS (must be 18 or older)

Please give the names and phone numbers of two or more people who may pick your child up or be notified in case of an emergency or illness when parents/guardians are not available. (changes must be in writing from parent)

Name: _____ Cell # _____ Other # _____

Name: _____ Cell # _____ Other # _____

Name: _____ Cell # _____ Other # _____

A \$15.00 late fee will be charged for late arrival between 5:45 and 6:00 pm. After 6:00 pm, \$1.00 a minute will be charged. Should your child/children be picked up late for more than three times, they will be terminated from the After School Child Care Program.

I agree to the terms of this application and the attached payment schedule.

Parent Signature Date

Registration Fee: A non-refundable registration fee of \$15.00 cash per family is due at the time of application.

Tuition: Tuition is an annual rate divided into ten monthly installments. The amount of the payment due each month is the same, regardless of the number of days of school or attendance. Holidays and other scheduled school days off are not included in the calculation of the annual rate. There will be no credits or refunds for calamity days or absences. A space will be reserved every day of the week for full-time participants. For part-time participants, only those three or four days of the week specified at the time of application will be reserved.

Monthly Tuition Payment:

Based on First Child	BEFORE SCHOOL	AFTER SCHOOL
Full Time 5 days	\$80.00	\$120.00
Part Time 4 days	\$65.00	\$105.00
Part Time 3 days	\$50.00	\$ 90.00

2019-2020 Tuition Payments are Due:

The first month is due by Friday, September 9, 2019. Thereafter, tuition payments are due on the first Monday school is in session each month.

September 9	February 3
October 7	March 2
November 4	April 13
December 2	May 4
January 6	June 1

Additional Charges: Tuition payments are due the first Monday of each month September - June. A late fee of \$10.00 will be assessed for any payment that is not received by 6 PM on the last school day of that week (usually a Friday). In addition, a returned check fee of \$35.00 will be charged in the event of a declined payment.

If payment is not received by the last day of the 2nd week after the tuition due date your child(ren) will be suspended for one week, or until payment is made.

Late Pickup Fee: Lakehurst Elementary School Child Care Program ends at 5:45 PM, and all children are picked up by that time. Since staff have evening responsibilities and are not expected to remain after 5:45 PM, a \$15.00 late fee will be charged for late arrival between 5:45 and 6:00 PM. After 6:00 PM, \$1.00 a minute will be charged. If a child has not been picked by 6:15 PM and attempts to contact parents and emergency contacts have been unsuccessful, the Lakehurst Police and Children's Services may be called. The school reserves the right to terminate enrollment for recurrent late pick-up.