

# Berean Academy After-School Program 2018-19 Registration Form

ONE FORM PER CHILD - PLEASE PRINT

*This packet must be filled out completely & fees paid **PRIOR** to attending the Program.*

Rates are \$5.00 a day per child, Mon. - Thurs. 3:30pm - 5:30pm and Fri. 12pm - 5:30pm

CHILD: \_\_\_\_\_ Grade(K-6): \_\_\_\_\_ Age: \_\_\_\_\_ Date of Birth: \_\_\_/\_\_\_/\_\_\_

Gender: \_\_\_ Male                      \_\_\_ Female Teacher/ Room# \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

**MOTHER/GUARDIAN:** \_\_\_\_\_ **Home Phone#:** \_\_\_\_\_

Address (if different than child): \_\_\_\_\_ Cell Phone#: \_\_\_\_\_

Employer: \_\_\_\_\_ City: \_\_\_\_\_ Wk. Ph#: \_\_\_\_\_

**FATHER/GUARDIAN:** \_\_\_\_\_ **Home Phone#:** \_\_\_\_\_

Address (if different than child): \_\_\_\_\_ Cell Phone#: \_\_\_\_\_

Employer: \_\_\_\_\_ City: \_\_\_\_\_ Wk Ph#: \_\_\_\_\_

**HEALTH INFORMATION:**

\_\_\_ YES: I understand my child must be able to feed and toilet themselves (identify need and proper use; dress self, no "pull-ups", etc.)

\_\_\_ NO/ \_\_\_ YES: Does your child have any disability that requires special accommodation?

\_\_\_ NO/ \_\_\_ YES: Taking any medication(s)? If so, list/what for: \_\_\_\_\_

\_\_\_ NO/ \_\_\_ YES: Are there any health issues affecting your child? If so, list and describe what precautions should be taken: \_\_\_\_\_

**EMERGENCY CONTACTS - LIST (2) OR MORE LOCAL INDIVIDUALS, BESIDES PARENT/GUARDIANS ABOVE.**

The following persons may also be contacted, or remove my child from the program – Please have ID:

| LEGAL NAME(as appears on ID) | RELATIONSHIP | DAY PHONE | WK/ HM/ CELL #s |
|------------------------------|--------------|-----------|-----------------|
| 1.                           |              |           |                 |
| 2.                           |              |           |                 |
| 3.                           |              |           |                 |
| 4.                           |              |           |                 |
| 5.                           |              |           |                 |

## Berean Academy Aftercare Rules and Policies

1. No teacher/staff member should be alone with a student at any given time.
2. All teachers and staff members will talk to all students in a loving and logical way.

### Payments

- ❖ **\$5.00 per day**
- ❖ We prefer that all payments are anticipated, so that you pay for the days you will use ahead of time.
- ❖ All **payments** will be **due** on the **15<sup>th</sup> of each month**. If the 15<sup>th</sup> falls on a Saturday or Sunday payments are due on the Friday before the 15<sup>th</sup>.
- ❖ A **10% late fee** will be added to any payments made **AFTER** the 15<sup>th</sup> of each month as a late charge.
- ❖ Payments must be made in a timely manner or student will not be able to attend aftercare until paid in full.
- ❖ General questions or billing questions may be emailed to [arice@berean-academy.com](mailto:arice@berean-academy.com) or call the aftercare coordinator at 520-459-4113 during school hours.

### Late Policy & Procedure

- ❖ All efforts should be made by the parents/guardians to communicate a late pick up. Please call the school office, during office hours, at 520-459-4113 or email [arice@berean-academy.com](mailto:arice@berean-academy.com).
- ❖ If a student has not been picked up by 5:30 pm without communication from a parent/guardian, The Sierra Vista Police may be contacted by staff.

### General Aftercare Rules

1. Respect the school, other students, and all teachers/staff. Students are expected to take care of the school property.
2. **ZERO Tolerance** for: Bullying, Violence, and Inappropriate Language  
**\*\*Aftercare is a privilege.** If student is misbehaving, student will be removed from the aftercare program.
3. Walking feet, please. No running.
4. Keep your hands and feet to yourself at all times.
5. All toys and electronic devices are not allowed in aftercare. Berean Academy is not responsible for any lost, stolen, or damaged items if brought.
6. Students are allowed to bring snacks to eat during aftercare.