

**OUR REDEEMER LUTHERAN CHURCH
AFTER CARE PROGRAM REGISTRATION FORM
2018-2019 SCHOOL YEAR**

THIS FORM MUST BE COMPLETED AND RETURNED WITH THE MEDICAL FORM PRIOR TO YOUR CHILD'S FIRST DAY AT OUR REDEEMER LUTHERAN CHURCH'S AFTER-SCHOOL CARE PROGRAM.

**PLEASE MAKE REGISTRATION FEE CHECK PAYABLE TO OUR REDEEMER LUTHERAN CHURCH
REGISTRATION FEE: (\$50 1st child/ \$25 each additional)**

CHILD'S NAME _____ Home Phone _____
Mailing Address _____ Town/Zip _____
Date of Birth _____ Age _____
School Attending _____ Grade September '17 _____

Days Attending: Monday Tuesday Wednesday Thursday Friday

(Please circle the days your child will attend on a regular basis)

PARENT/GUARDIAN INFORMATION:

Mother _____ Work Phone Number: _____
Email Address _____ Cell Phone # _____
Place of Employment _____ Work Hours _____
Father _____ Work Phone Number _____
Email Address _____ Cell Phone # _____
Place of Employment _____ Work Hours _____

WHO CAN YOUR CHILD BE RELEASED TO: (please name at least 2 other persons)

Name _____ Name _____
Address _____ Address _____
Phone _____ Phone _____

IN CASE OF EMERGENCY, IF PARENT IS UNAVAILABLE, PLEASE CONTACT:

Name _____ Phone _____
Address _____

⇒ PARENTS WILL ALWAYS BE CONTACTED IN THE EVENT OF AN EMERGENCY ⇐

Dates: Rec'd _____ Fee \$50 _____ (_____ Cash / Check # _____) Medical Consent _____ Medical Records _____
Babysitting Arrangements Rec'd Y / N Faxed to PPS _____ Transportation _____ Financial Agreement _____
Information Received by : _____

MEDICAL CONSENT FORM

THIS FORM MUST BE COMPLETED, NOTARIZED, AND RETURNED WITH REGISTRATION FORM PRIOR TO YOUR CHILD'S FIRST DAY OF ATTENDANCE AT OUR REDEEMER'S AFTERCARE PROGRAM.

I, _____, parent/guardian of _____ give permission for any emergency medical treatment to be given to my son/daughter in the event of any emergency occurring at Our Redeemer Lutheran Church After-School Program. Qualified medical personnel can administer treatment. I assume full financial responsibility for any treatment given my child and will not hold Our Redeemer Lutheran Church, its teachers, or staff responsible for any unforeseen accident.

I, _____, parent/guardian of _____ do/do not give permission for Our Redeemer Lutheran Church to obtain a copy of my child's medical examination form which is on file in his/her school nurse's office. I understand that *Our Redeemer Lutheran Church needs this form in order to comply with State licensing regulations*. If my permission **is not granted**, I will have my son/daughter examined by his/her personal physician and send a copy of the medical report to Our Redeemer for their files. Our Redeemer Lutheran Church must receive this information prior to the child's first day of attendance in the program. All information will be kept confidential.

SPECIAL INFORMATION: Child's Physician: _____

Physician's Phone Number: _____

SPECIAL INSTRUCTIONS: (allergies, medications taken, physical limitations, etc – **YOU MUST BE SPECIFIC**)

On this _____ day of _____, 20_____, to me known and known to me to be the same person described herein and who, executed the within statement, that he/she duly acknowledges to me that he/she executed the same.

Parent's Name: _____ Date _____

Notary Public: _____ My Commission Expires on: _____

(Notary stamp/seal)

FINANCIAL AGREEMENT

Upon registration of my child, _____, at **Our Redeemer Lutheran Church After School Care Program**, we agree to pay each monthly billing in full for the 2018-2019 school year according to the following payment plan:

Without Commitment:

___ \$20 per day for the first child and \$10 per day for each additional sibling, billed at the *end* of each month.

With Commitment:

___ \$18 per day for the first child and \$9 per day for each additional sibling, billed at the beginning of each month. Billing will be based upon your commitment of _____ days per week *less* your scheduled days that fall on school holidays as per the Riverhead Central School District 2018-2019 School Calendar (attached). You are billed for the days in which you have committed *whether or not* your child attends.

Example: Billing Without Commitment: A bill dated October 1st would include days your child(ren) attended for the month of September and would be due by October 10th.

Example: Billing With Commitment: A bill dated October 1st would include days your child(ren) expect to be in Aftercare for the month of October, paid in advance and due by October 10th whether or not your child(ren) attend.

We agree to the following policies:

1. All payments are due by the 10th of the month.
2. All payments made after the 10th of the month must include a \$10 late fee.
3. There is a \$20 service charge for checks returned by your bank due to insufficient funds. If the return of your check makes the Aftercare bill past due, you must also pay the \$10 late charge. The church may also require that all future tuition payments be made by cash or Certified Check.
4. If tuition is not paid by the 10th of the month it will automatically be charged to your credit card. If we do not have a credit card on file, your child will not be allowed to attend aftercare until your account is brought up to date.
5. A \$5 late fee will be imposed for those parents more than 15 minutes late in picking their child up from aftercare. Aftercare ends at 6:00 p.m.
6. Registration fees are non-refundable. Monthly Aftercare billing payments are applied to the succeeding month.

Please sign below indicating that you fully understand and will adhere to the terms of this Agreement. If you have any questions, please call the school office at 722-4000 ext. 10.

Father's/Guardian Signature

Date

Mother's/Guardian Signature

Date

If your aftercare payment is more than 30 days late we will automatically charge the amount due to your credit card including late fees, or your child will not be permitted to continue attending the program.

Card Type _____

Credit Card Number _____

Expiration Date _____

Name on Card _____

Billing Address _____

REQUIRED:

I authorize Our Redeemer Lutheran Church to charge my credit card in accordance with the information above. This authority will remain in effect until I give reasonable notification to terminate the authorization or until June 30, 2019, whichever is sooner.

Signature (as it appears on the credit card)

_____ Date _____