



2022-2023 Extended Day Registration

Child's Name _____ **Teachers** _____

(Please Print)

Explain any allergies or other medical conditions _____

All students attending an after school activity must submit a \$50 registration fee.

Full Time - \$460.00 / month

Students may attend any hours our Extended Day Program is open (7:30 am to 5:30 pm) for five (5) days a week. No refunds for absences due to illness, vacations, snow-days or any other time the Preschool Director or Board deems it necessary to close the program. (*K-1 students will only need to pay part time or hourly because of their school hours.)

Part Time - \$295.00 / month

Students may attend any hours our Extended Day Program is open (7:30 am to 5:30 pm) for three (3) days a week. No refunds for absences due to illness, vacations, snow-days or any other time the Preschool Director or Board deems it necessary to close the program.

Hourly - \$9.00 / hour

Students may sign up to attend on a regular hourly basis. No refunds for absences due to illness, vacations, snow-days or any other time the Preschool Director or Board deems it necessary to close the program.

Please indicate the times and activities that you expect your child to attend:

	Monday	Tuesday	Wednesday	Thursday	Friday
AM drop off time					
PM pick up time					

Please notify us of any changes in your anticipated schedule, as we will be hiring staff based on the estimates given above.

Parent Signature _____ Date _____



Parent Agreement

By signing below parents agree to the following:

- Children enrolled in a 3- or 4-year-old class, Kindergarten or First Grade may attend Extended Day only on days which they are attending school at HPP.
 - **All children must be fully toilet-trained.** Children in diapers or pull-ups will not be accepted.
 - Children will attend all afterschool activities on the days which they attend the Extended Day Program (At this time no activities are planned.)
 - A nutritious lunch is to be sent from home and an afternoon snack will be provided. K-1 students will eat lunch in class and afternoon snack will be provided.)
 - Parents will take their child to the bathroom and be sure hands are washed before going to morning care.
 - Parents will sign children “in” when they arrive in the morning and “out” when they leave.
 - Children will use a second bag or second backpack for PM Extended Care, with a lunch and blanket, pillow or small “snuggly” for the afternoon. Please wash these items frequently.
 - Parents will ensure that the emergency contact information is kept current.
 - Parents **will notify school if child is to be absent** from Extended Care so that another child may have a place.
 - Billing will be monthly starting in September. Payment should be made upon receipt of statement. **Late fees will be assessed after the 6th of the month.**
 - Fees are subject to change, as directed by the Preschool Board.
 - **Regular hourly users will be charged for the hours requested and will not receive refunds for absences due to illness, vacations, snow days or any other time the Preschool Director or Board deems it necessary to close the program.**
 - **Part-time and Full-time users will not receive refunds for absences due to illness, vacations, snow days or any other time the Preschool Director deems it necessary to close the program.**
- Late pick up fees will be charged at the rate of \$25.00 for the first 15 minutes based on the preschool clock.
- After the first 15 minutes, you will be charged \$3.00 a minute for minutes 16-30, based on the preschool clock.
- On your third late pick up, you will be removed from our Extended Day program.

Parent Signature _____ Date _____