

# Sacred Heart School Extended Care Registration Form School Year 2011 – 2012

**\*\*It is REQUIRED that ALL children be REGISTERED** for the extended care service. Please return completed form with your registration paperwork. **Only one form is required per family.**

Child/Children'(s) Names: \_\_\_\_\_ Grade(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mother's Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Work Place: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Work Phone: \_\_\_\_\_

Father's Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Work Place: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Work Phone: \_\_\_\_\_

Emergency Contacts: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
1. \_\_\_\_\_ 1. \_\_\_\_\_  
2. \_\_\_\_\_ 2. \_\_\_\_\_

Persons to whom child can be released  
other than names listed above: \_\_\_\_\_ Relationship: \_\_\_\_\_  
1. \_\_\_\_\_ 1. \_\_\_\_\_  
2. \_\_\_\_\_ 2. \_\_\_\_\_

Medical Information: \_\_\_\_\_  
Allergies: Food: \_\_\_\_\_  
Medication: \_\_\_\_\_

**\*Hours service is available:**

- Regularly scheduled school days, until 5:30 PM
- Scheduled early dismissal days (faculty meetings, etc.), until 5:30 PM
- Early dismissal for inclement weather - ONLY up to 1 hour following dismissal.

**\*Cost:** \$4.00 per hour, per child (Pickups after 5:30 PM will be assessed a late fee of \$1.00 per minute after 5:35 PM). There is a one hour minimum charge per month.

**\*Payments:** You will receive your extended Care bill by the 5<sup>th</sup> of each month.  
All payments are due within 10 days (by the 15<sup>th</sup> of the respective month).  
In order to remain in the program all bills must be paid to date.  
(Bi-monthly payments will be considered if requested).  
- **Late Fee:** Payments not received by the next billing date will be assessed a late fee of \$10.00 per month.