

McGregor Elementary After-School Care Program

Welcome Parents,

Our program will begin on Monday, the first day of school. Payments must be made for two weeks in advance on the first day of the program. You may submit this form to the elementary office any time before school starts. Our program is taught by certified teachers assisted by highly qualified paraprofessionals. We are looking forward to a great year!

Guidelines are as follows:

- \$30 weekly due every Monday
- Hours: 3:00 pm to 5:30 pm
- Late Fees will be enforced: \$10 after 5:30 and \$20 at 5:45 or after.
- Receipts will serve as tax documentation; no other statements will be provided.
- Parents will receive advance notice of teacher inservice days or school holidays, when program has early dismissal or program is closed so that other child care arrangements can be made by parent.
- Parent should keep school informed of address and phone number changes.
- Parents must sign children out daily.
- Parents should contact school if student will be absent.
- Written notes will serve as the primary communication between the school and home unless there is an emergency.
- School rules and discipline procedures will apply.
- Disciplinary action may occur if child is violating school rules in the form of 1) time-out, 2) written notification, and 3) removal from program.
- Drops from program will occur if parents have more than 3 late pickups, do not pay fees, or if student has 3 discipline referrals.
- Re-admission will be allowed one time only at the principal's discretion. Prepayment in cash or money order may be required if payments are returned to us unpaid.

The children will be involved in a variety of activities throughout the day. Homework time will be scheduled daily. Art activity and computer days will be scheduled weekly and all students will take part in both structured and unstructured play time. Daily snacks will be provided and no bus service will be provided.

We look forward to working with your child in our program. Please sign up as early as possible and try to make an effort to sign your children out when they leave each day.

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AFTER-SCHOOL CARE REGISTRATION FORM

RETURN THIS PAGE TO SCHOOL

I/We will be participating in the McGregor ISD after-school care program. I have _____ (number) child(ren) participating in grades PK through 4th grade who will attend. Their names and grade levels are as follows:

Name of student	Grade	Name of student	Grade
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Home Phone No: _____ Work Phone No: _____
Person to Contact in case of Emergency: _____
Emergency Phone No.: _____

I have received a copy of the after-school care activity program guidelines and agree with the information stated as it pertains to my child(ren). We will comply.

- Cost is \$30 weekly and a non-refundable deposit of \$60 should be paid two weeks in advance to the start of the program. This cost covers the first and last week of the program.

- Late Fees of \$10 will be assessed if child(ren) picked up after 5:30 pm and \$20 if picked up after 5:45 pm. Extreme emergencies will be the ONLY exception (example: car accident). Please make a courtesy call to the after school care teacher on duty if you are going to be late.

- Disciplinary action will include 1) time-out, 2) written notification to parent, and/or removal from program. No fighting or defying teacher will be tolerated.

- Contact (254) 840-3204 for registration forms or information regarding this program.

Parent's Signature

Date