



Application for UPK Child Care, Watkins Glen Elementary School, 2011-2012

This program is for current UPK students at Watkins Glen Elementary School only.

Child Name _____

Birth Date: ____/____/____

Does child have any allergies? ____ If so, explain: _____

Does child have any special needs? ____ If so, explain _____

I am eligible for ____ free or ____ reduced lunch.

Accidents: You will be notified of all accidents requiring first aid treatment.

Behavior: ***NO hitting, pushing, shoving, biting, fighting, swearing or other unsafe, violent, inappropriate and/or out of control behavior. Children will respect self, others & their belongings & school property.***

1st Offense-Behavior re-directed + parent contact.

2nd Offense-Time out (1min./yr.of age) + parent contact.

3rd Offense-Principal notified + parent contact.

4th Offense-Parent asked to pick up child & child terminated from program.

We need a safe, healthy environment for all. Violent, unsafe behavior will not be tolerated.

Breakfast & Lunch: Students may eat breakfast & lunch at school at the normal student price. Students are also eligible for free & reduced breakfast & lunch if the family qualifies. Extra forms are available in the Health Office.

Snack: Please make sure to pack a snack & beverage for snack time in addition to the regular classroom requests.

Emergency Contact: Principal, Rod Weeden, is on site approximately 8:00 AM - 4:00 PM. Elementary school phone number is 535-3250. The program monitors are Emma Beach and Pat Rose-Morley. Others are hired as needs change.

Fees: 11-12 UPK daycare cost is \$45/wk per child or \$180 per month. Parents will not be charged for a two-day school week. Parents will be charged for a full week if there are 3 days in a week. The daily rate is \$20 per day, *not to exceed \$45 per week*. Those paying monthly will only pay \$135 during the months of December and April. **All payment is due in advance.**

Clothing: You may wish to leave an extra set of clothing at the program. Children should wear clothing appropriate for the weather/forecast. Please have/wear sneakers daily (for outside play).

Family Contacts: List family/friends who have permission to pick up your child.

<u>First Name</u>	<u>Last Name</u>	<u>Relationship</u>	<u>City</u>	<u>Day Phone</u>	
_____	_____	_____	_____	_____	- _____ ext _____
_____	_____	_____	_____	_____	- _____ ext _____
_____	_____	_____	_____	_____	- _____ ext _____

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Health: Please ensure updated health records & immunizations are on file for this student with the Watkins Glen Elementary School Nurse, Mendy Thorsland.

Holidays: Service will not be provided during school-year legal holidays or some Superintendent's Conference Days. These dates are listed on the school calendar. At this time, we may plan full day care for 11/10, 12/21, 3/9, 4/20, 6/20 & 6/21, if there is an interest. You will receive a letter before each of these dates. These are all half days and parent-teacher conference days. **We will not plan for care after 12:05 PM on 9/9, as this is Grand Prix Day and it will be hard to access the school building after that time.**

Payment Schedule: Payments are due Fri. before the wk of service. **\$25 fee for each returned check.** Students are not to attend if payment is not received prior to the week of service.

Personal Possessions: We discourage bringing personal items to the program unless they can be shared with all participants. Also, we cannot guarantee loss prevention or breakage.

Drop Off/Pick Up: Students in the child care program can ride the school bus to and from school if they are in the program. If someone other than you will be picking your child up, please make sure we have a note in advance or send a note with that person. They must be listed above as family/friend able to pick your child up and should be prepared to show picture ID to identify them.

Sickness: If your child is sick, they may not attend the program. If they are well enough to attend, they will participate in all activities. (See school rules for further information on illness).

Termination: Please give 2 weeks notice before terminating the program. The child care program may terminate service for children who are a danger to themselves or others, and when tuition payment is not made on time and regularly.

My signature below attests to the accuracy and honesty of information above. I am responsible for informing the Child Care Program Monitor of changes in address, phone, and others who may pick up my child. **14 days notice** is required before dropping from program. I am responsible for any/all health care costs should an accident arise. I will not hold staff, the program, school district or employees responsible for any liability. My signature below allows permission for my child(ren) to attend school year **field trips** and activities **9/7/11-6/22/12**, i.e. to Public Library.

<i>Please print</i>	<i>Please sign</i>		
Parent Name _____	Signature _____	Date _____	Phone _____
Parent Name _____	Signature _____	Date _____	Phone _____

Child Name _____

Please return application to the WGES Main Office.