

# TK-8 AFTER SCHOOL PROGRAM

APPLICATION FOR ADMITTANCE  
PLEASE PRINT CLEARLY AND LEGIBLY

Student's Name: \_\_\_\_\_

(last)

(first)

Date of Birth: \_\_\_\_\_

Grade: \_\_\_\_\_

Home Address: \_\_\_\_\_ City/Zip: \_\_\_\_\_

Home Phone: (\_\_\_\_) \_\_\_\_\_ E-MAIL: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Address (If different from above): \_\_\_\_\_

Work Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Address (If different from above): \_\_\_\_\_

Work Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Who does the child live with? \_\_\_\_\_

## **SIBLINGS**

NAME

GENDER

AGE

GRADE

---

---

---

Are there any custody/visitation arrangements? If there is a court order restricting the legal rights of either parent, please provide a copy of the order.

---

**HEALTH INFORMATION**

Are there any illnesses or physical conditions we should know about?      YES    NO

If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_

Is your child taking any medication that needs to be administered after school?    YES    NO

If yes, please state medication, dosage and times required:

Medication	Dosage	Time to be Administered

Does your child have any types of allergies?      YES    NO

If yes, please explain:  
\_\_\_\_\_  
\_\_\_\_\_

**Be sure to keep us informed of any changes in address and contact numbers so that we can contact you in case of an emergency.**

## HOMework CLUB (6<sup>TH</sup>-8<sup>TH</sup> GRADE ONLY)

### STUDENT AND PARENT AGREEMENT FORM

#### RULES AND REGULATIONS:

1. Students should bring all necessary supplies to the Homework Club, such as textbooks, paper, pens, etc.
2. Students must report directly to the Homework Club by 3:15pm. Students may not leave campus prior to going to the Homework Club, as they will not be permitted back on campus.
3. Students are expected to complete their academic assignments as instructed by their educator, tutors, and/or afterschool coordinator.
4. Students need to ask permission to use the white board, computer, calculator or other supplies that belong to the Homework Club.
5. Students need to stay in the classroom, unless permitted to be outside by Homework Club staff.
6. No electronic devices are permitted. Examples include but are not limited to: iPods, CD players, Game boys, etc.
7. Gum, food and/or sodas are not permitted.
8. The Homework Club operates in a library-type setting, and students need to work quietly. Backpacks must be placed in the designated area after supplies have been removed.
9. Students must clean up their workplace before leaving the Homework club. This includes throwing away trash and returning supplies.
10. If fees are not paid by the due date, students will not be permitted to attend the Homework Club until all outstanding fees are paid (see "membership").

#### CLASSROOM CONDUCT

1. Students are expected to be quiet, unless a group session is taking place.
2. Students are expected to stay in their seats, unless permission has been given to get up.

#### DISCIPLINARY ACTIONS

1. Seating arrangements may be adjusted at the discretion of the Homework Club staff as necessary.
2. Parents will be informed of any disciplinary problems at the time of pick up.
3. Students who do not follow the rules will be asked to step outside the classroom and their parent/guardian will be called.
4. STUDENTS WITH RECURRING DISCIPLINARY ISSUES SUCH AS, BY NOT LIMITED TO: MISBEHAVIOR, CONTINUOUS WANDERING OF CLASSROOM, FAILURE TO WORK ON HOMEWORK ASSIGNMENTS, DISOBEDIENCE, BEING DISRESPECTFUL TOWARD EDUCATORS/PEERS, WILL BE EVALUATED AND REVIEWED FOR FURTHER DISCIPLINARY ACTIONS OR DISMISSAL UPON THE DISCRETION OF THE AFTER SCHOOL COORDINATORS AND SCHOOL ADMINISTRATORS.

**Disciplinary Measures may include temporary suspension of or permanent dismissal from the After School program.**

**STUDENT'S INITIALS:** \_\_\_\_\_

**PARENT/GUARDIAN INITIALS:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**CHIME TK-8 AFTERSCHOOL PROGRAM  
CREDIT CARD AUTHORIZATION AGREEMENT  
(PLEASE FILL OUT COMPLETELY)**

**DATE:** \_\_\_\_\_

**STUDENT'S NAME:** \_\_\_\_\_

**CARDHOLDER'S NAME :** \_\_\_\_\_

**BILLING ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_

**CREDIT CARD NUMBER:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**EXPIRATION DATE:** \_\_\_\_ / \_\_\_\_ (MM/YY)

**CARD IDENTIFICATION NUMBER:** \_\_\_\_

(3 DIGIT CODE ON THE REVERSE OF THE CARD)

**TYPE OF CARD (PLEASE CIRCLE):**

VISA    MASTER CARD    AMERICAN EXPRESS

If your child is not picked up by 5:30 pm a late fee, \$1.00 a minute, will be due upon pick up to the adult who waits with your child.

All charges including the late pick-up fee (if applicable) will occur on the first Friday following the billing statement month. Charges will be based on the hours attended during that period. It is the parent/guardian's responsibility to sign their child out to assure accurate times are recorded.

Withdrawals will occur from your credit card on the date indicated above. If this date is a weekend or bank holiday, the withdrawal will occur the next business day. You will receive a receipt by email attachment as a notification.

Our authorization to initiate deductions from credit cards remains in effect, per the authorization agreement on file with our program, until we receive a written notice from you in such time and in such manner as to afford us a reasonable opportunity to act on it.

**PRINT NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_