

Preschool and Pre-Kindergarten

Extended Care Application for Students Attending OSL

Hours of operation: 7:00am - 6:00pm Monday-Friday **School Year:** _____
Eligible Students: 3 and 4 year old students
Program fees: **See Early Childhood Tuition & Enrollment Fees Summary-** Drop in rate: \$42/day
 (Rates subject to change)

Annual Enrollment Fee: (June-May)
 \$75.00 per child or \$150.00 per family max
 (The Summer Day Camp Registration Fee is applied to the academic year Extended Care enrollment fee if enrolled during the 2021-2022 school year).

Enrollment & Billing Information:

All students in Preschool and Pre-kindergarten who will be using the Extension Program **must be enrolled**. Fill out the enrollment information below (one form per family) and return it as soon as possible, **prior to needing care**. Your enrollment fee should be attached or it may be billed in your TADS account if you choose. The application and deposit may be dropped off at the school office, in the Preschool/Pre-kindergarten Extension room or returned by mail. You must sign your child up for the days and sessions that you plan to have your child attend. You will be charged for the sessions you sign up for. Advanced billing will normally be done in your TADS account.

Questions: Contact Windy Carroll, Early Childhood Director, at 517-882-3550 Ext. 108 or direct dial at 517-925-5057.

	<u>Child:</u>	<u>Child:</u>	<u>Child:</u>
	<u>Date of Birth:</u>	<u>Date of Birth:</u>	<u>Date of Birth:</u>
Circle One	Grade: PS AM PK AM PK PM	Grade: PS AM PK AM PK PM	Grade: PS AM PK AM PK PM
<u>Monday</u>	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___
<u>Tuesday</u>	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___
<u>Wednesday</u>	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___
<u>Thursday</u>	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___
<u>Friday</u>	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___	<input type="checkbox"/> Full Day: From ___ to ___ <input type="checkbox"/> Part Time: From ___ to ___

I understand that if my child is at Our Savior during lunchtime I will need to provide a lunch from home or purchase a hot lunch from the school lunch program. I also understand that I will be pre-billed for the days that I have signed up for. There will be no refunds for absences for any reason. This is due to the fixed cost of running the program. A two-week written notice is required for a permanent change in your child's schedule.

I have read the information in the Early Childhood Handbook (available on the website www.oursaviorlansing.org) and agree to support the information and policies. I understand that my failure to do so may result in the exclusion of my child from the program. I understand payments that are 2 weeks behind will result in exclusion of my child from Extended Care.

I understand that the Our Savior PS/PK Extension Program maintains a licensing notebook of all licensing inspection reports, special investigation reports and all related corrective action plans and that it is available to parents for review during regular business hours. Reports from at least the last two years are also available at www.michigan.gov/michildcare.

Parent's names & Daytime Phone numbers: _____

Parent Signature _____ Date _____