

**Precious Blood Parish
Before & After School
Daycare Program**

17475 59th Avenue
Surrey, BC V3S 1P3
604-574-4363

**2011-2012
Application Form**

Name of Child _____ Birth date _____
Surname First & Middle Year/Month/Day

Address _____ City _____

Postal Code _____ Home Phone Number _____

Father's Name _____ Father's Cell _____

Employer _____ Work Phone _____

Mother's Name _____ Mother's Cell _____

Employer _____ Work Phone _____

Person(s) other than parents authorized to pick up child from this facility:

Name _____ Relationship to child _____

Home Phone _____ Work/Cell Phone _____

Name _____ Relationship to child _____

Home Phone _____ Work/Cell Phone _____

**An application fee of \$25.00 will be due and payable at the
time of application**

Fees & Hours:

Morning (7:00 to 8:30am) & Afternoon (3:00 to 5:45pm) sessions:

_____	\$280.00 per month	Morning & Afternoon (5 days/week) (\$210.00 Dec; \$238.00 Mar.)
_____	\$198.00 per month	Morning & Afternoon (3days/week) (\$144.00 Dec; \$165.00 Mar.)
_____	\$ 85.00 per month	Morning & Afternoon (1 day/week) (\$99.00 Wed. only) (\$64.00 Dec; \$80.00 Mar)

Morning Sessions: (7:00am to 8:30am)

_____	\$ 110.00 per month	Mornings only (5 days/week) (\$66.00 Dec; \$94.00 Mar.)
_____	\$75.00 per month	Mornings only (3 days/week) (\$56.00 Dec; \$60.00 Mar.)
_____	\$ 34.00 per month	Mornings only (1 day/week) (\$25.00 Dec; \$30.00 Mar.)

Afternoon Sessions: (3:00pm to 5:45pm)

_____	\$197.00 per month	Afternoons only (5 days/week) (\$148.00 Dec; \$168.00 Mar.)
_____	\$ 136.00 per month	Afternoons only (3 days/week) (\$102.00 Dec; \$112.00 Mar.)
_____	\$ 46.00 per month	Afternoons only (1 day/week) (\$58.00 Wed. only) (\$32.00 Dec; \$38.00 Mar.)

Please indicate above the appropriate session that you want to register your child for.

Late Pick Up Policy

Our official closing time is 6:00pm. Picking up your child after 6:00 will result in a late charge of \$5.00 per 5 minutes that you are late. These fees get paid directly to the caregiver that has to stay late, as their day ends at 6:00pm. Continuous late pick-ups could result in canceling the daycare agreement. If you know that you are going to be late, please try to arrange for someone else to pick up your child. Please send a note with your child or notify the school office to let them know you are going to be late, even if it is only a couple of minutes. (late charges still apply).

Payment Policy

Payment will be made by a series of postdated cheques dated the 1st of each month, September to June. Adjustments will be made for the months of December and March (for students enrolled in the Morning & Afternoon sessions) to accommodate Christmas and Spring Break. Refunds will not be made for illness, holidays, snow days, etc as payment holds the participants spot. Parents are required to submit 1 month's written notice to cancel participation in the Daycare Program. Please make cheques payable to Precious Blood Parish.

Snacks

Snacks are not provided. We encourage parents to send a healthy snack such as muffins, fruit, crackers, vegetables and preferably juice or water to drink. Please do not send candy or sweet snacks.

Child Pick Up Policy

Your child(ren) will not be released to anyone not listed on the pick up section of this application. Caregivers will not under any circumstances release your child(ren) to anyone without your consent. If someone other than the pick up persons listed arrives to pick up your child, we will contact you for proper permission. If we are unable to contact you, we will not release your child.

Discipline Policy

It is our understanding and that of the parents who enrol their children in our day-care that this is a service to our families and an opportunity for our students to maintain continuity in their 'out-of-home' care. Therefore disrespectful, dangerous, disruptive or uncooperative behaviour, on the part of students (as well as parents and/or staff) will not be tolerated. It is required that parents support the day-care discipline policy which mirrors that of Cloverdale Catholic School. Adherence to these policies will always remain a condition of acceptance to the day-care.

In most cases, isolated and irregularly occurring incidents can be resolved simply and quickly by the student with the intervention of the Caregiver. If the problem reoccurs or seems to be of an on-going nature, at the Caregiver's discretion and in consultation with the manager, Brenda Curran, the following steps, supported by documentation will apply.

- 1) The Caregiver will have a discussion with the child(ren) involved at the time. Appropriate consequences, determined by the Caregiver will be assigned, based on that discussion and with the child offering suggestions on how to improve and the consequences. Consequences may include, but are not limited to, supervised time-outs and loss of use of equipment and/or materials.
- 2) Parents will be informed at the end of the day of any problems arising during the child's stay at day-care.
- 3) Should the problems continue, the Caregiver will arrange a meeting with the parents, manager and student to discuss the problem and to resolve the situation.
- 4) At this meeting, a formal contract of expected behaviour and the consequences will be written out and signed by all parties involved. It will be made clear that continued unacceptable behaviour could result in the family being asked to leave the day-care program.

I have read and agree to the above procedures and policies.

Parent Signature

Please print Name

Date

A copy of each application/agreement will be sent home with participants.