



2018-2019 After School Care Registration Form

Koala-T-Kare Childcare • 6300 Enterprise Lane • Madison 53719
608-310-6727 • info@koala-t-kare.com • koala-t-kare.com

Child's Name: _____ Birth Date: ____/____/____

Parent's Name: _____

Address: _____

Phone: _____ Email: _____

Grade entering Fall 2018: _____ Pick-up Time: _____

Emergency Contact: _____
Name Relationship to Child Phone Number

Attendance:

Starting Date: Monday, August 27, 2018. Please note that there is no After School Care on Friday, August 24, 2018.

Choose the number of days per week your child will attend during the 2018/2019 school year:

5 days 4 days 3 days 2 days

For families choosing 2-4 days, select the days your child will attend:

Monday Tuesday Wednesday Thursday Friday

Rates:

5 days: \$80/week

4 days: \$70/week

3 days: \$60/week

2 days: \$50/week

Daily Drop in rate: \$30/day

Choose payment option:

Pay weekly (due 1st day of each week attending at drop-off)

Pay Monthly (1st Monday of the Month)

Drop-In Care:

Due to staffing, 48-hours is needed for drop-in care. KTK staff must be notified before child can attend. Drop-in care is not guaranteed, it's as space allows.

Full/Half Day and Break Care:

Separate emails will be sent out for sign-up. Please note that ten kids must enroll to run half/full day and winter/spring break programs.

Fees & Policies:

Additional Child Discount: Pricing is shown per week per child. Parents with more than one child enrolled for the school year may take \$5 off the weekly rate for each additional child after the first.

Registration/Supply Fee: For families choosing 2-5 days of After School Care, there is a \$100 non-refundable registration/supply fee per child due by the first day of After School Care.

Late Fee: All children must be picked up at the scheduled time. A penalty fee of \$1/minute will be assessed for each child for every minute after 5 minutes after the scheduled pick-up time.

Late Payment Fee/NSF Checks: A penalty fee of \$2 will be assessed for every day a payment is past due. A fee of \$25 will be charged for a check returned due to non-sufficient funds.

Confirmation Policy: A registration form, all required intake forms and a check for the Registration/Supply fee and Security Deposit for each child must be submitted before your registration can be confirmed. You will receive an email when your registration is confirmed.

Schedule Changes/Additions: Changing the contracted days per week will be considered at no additional charge if space/staffing allows, as long as the number of days does not exceed your contracted number of days in a one-week period. Additional days or drop-in care can be accommodated, if space allows, at a fee of \$30 per day.

Schedule Reduction/Cancellation Policy: Cancellations or changes to registrations for After School Care must be made by August 17, 2018, to avoid penalties. If you cancel your agreement after August 15, you will forfeit your security deposit. If you reduce your schedule after August 17, you will be responsible to pay for two weeks of care based on the rate of your original signed agreement.

Provisions: Snacks and drinks will be provided each day for After School Care. Families will need to provide a sack lunch and morning snack for full- and half-day care and during Winter and Spring Break Kamps.

Allergies: _____ **EpiPen:** Yes No

Photo Release:

FaceBook Website Marketing Materials

Field Trip Permission:

KTK is allowed to take my child on walking and bus field trips for the dates they will be at After School Care 2018/19.

I have read and understand the fees and policies for the 2018/19 KTK After School Care.

Parent's Signature _____ Date _____