



MID-SUN COMMUNITY CHILD CARE
MID-SUN REGISTRATION FORM 2019/2020 FOR GRADES 1 TO 6

(3.1.a) (3.1.c) (3.2.a) (3.2.b)

Commencement Date: Sept 3, 2019 Termination Date: \*\$75.00 Registration Fee: (Date paid)

\*Component Required: Before After Both

\*School: Ecole St Teresa Father Wheliham Midnapore (Before only) Other

\* requirements of registration; please print clearly

\*Child's Legal Name: first name last name

\*Also Known As: name by which child is commonly known as

\*Address: Must be legal land description.

\*Postal Code:

\*Home Phone #:

\*Date of Birth: Year / month / day

\*Grade:

\*Mother's Legal Name: first name last name

\*Father's Legal Name: first name last name

\*Address: Must be legal land description.

\*Address: Must be legal land description.

\*Mother's Phone #: Home-

\*Father's Phone #: Home-

\*Work-

\*Work-

\*Cell-

\*Cell-

\*Email:

\*Email:

\*Persons authorized to pick up child (if for any reason you should not want your child to leave with a particular person, please indicate, legal documents may be required).

Alternate Emergency Contact: (Must be someone other than a parent but live locally)

\*Name: First name last name

\*Address: Must be legal land description.

\* Cell Home Phone #: Relationship:

Relationship:

Health Care Information:

\*Allergies: YES NO If YES please list:

\*Does your child take any ongoing medication or have any special needs, such as diet, rest or exercise requirements for medical or other reasons:(ex- inhaler for Asthma, vegetarian)(2.2.1) yes no If Yes please list:

\*Does your child have a history of serious illness? yes no If Yes please list:

\*Are your child's immunizations up to date? yes no

The information given on this form is true and correct. Registration Fee Non-refundable/Non-transferable

\*Parent/ Legal Guardian Printed Name

\*Parent/ Legal Guardian Signature

\*Date



# MID-SUN COMMUNITY CHILD CARE CONSENT WAIVERS

## \*Accident Policy

If my child, \_\_\_\_\_ has an accident and is seriously injured while attending the  
child's full name

Program: The Mid-Sun Community Child Care Program will:

- Call 911
- Contact the parent or the child's emergency contact immediately after calling 911
- Report the injury to Child and Family Services Authority

\_\_\_\_\_  
\*Parent/ Legal Guardian Printed Name

\_\_\_\_\_  
\*Parent/ Legal Guardian Signature

\_\_\_\_\_  
\*Date

## Permission Authorizing that a Child May Leave the Program Unaccompanied by an Adult

I, \_\_\_\_\_ authorize my child, \_\_\_\_\_ to leave the Out of  
Parent/Guardians full name child's full name  
School Care Program UNACCOMPANIED BY AN ADULT when instructed to do so by parent/legal guardian and OOSC staff. I agree to release from liability the Mid-Sun Community Child Care from any illness, injury or accident occurring during this time.

\_\_\_\_\_  
Parent/ Legal Guardian Printed Name

\_\_\_\_\_  
Parent/ Legal Guardian Signature

\_\_\_\_\_  
Date

## Permission Authorizing that a Child may Walk To and From School Unaccompanied by an Adult

I, \_\_\_\_\_ authorize my child, \_\_\_\_\_ to walk to and from  
Parent/Guardians full name child's full name  
school UNACCOMPANIED BY AN ADULT before and after school. (i.e. detention, intramurals, patrols, etc.) I agree to release from liability the Mid-Sun Community Child Care from any illness, injury or accident occurring during this time.

\_\_\_\_\_  
\*Parent/ Legal Guardian Printed Name

\_\_\_\_\_  
\*Parent/ Legal Guardian Signature

\_\_\_\_\_  
\*Date

## Media Consent (3.2.g) (3.2.f)

I, \_\_\_\_\_ give permission to Mid-Sun Community Child Care to take my child's,  
Parent/Guardians full name  
\_\_\_\_\_ photograph, display their art work and take video recordings for program  
child's full name  
use only and promotional reasons within the program (examples- photo album to show new families) and documentation purposes in perpetuity. Photos will not be posted on any form of social media.

\_\_\_\_\_  
Parent/ Legal Guardian Printed Name

\_\_\_\_\_  
Parent/ Legal Guardian Signature

\_\_\_\_\_  
Date

## Sharing Of Information (3.2.g) (3.3.f)

I, \_\_\_\_\_, give consent to the Mid-Sun Community Child Care to share child-  
Parent/Guardians full name  
specific information about my child, \_\_\_\_\_ with relevant stakeholders and  
child's full name  
understand that a record will be maintained of the information shared where applicable.

\_\_\_\_\_  
Parent/ Legal Guardian Printed Name

\_\_\_\_\_  
Parent/ Legal Guardian Signature

\_\_\_\_\_  
Date



**MID-SUN COMMUNITY CHILD CARE CONSENT WAIVERS**

**\*School Bus Policy**

It is the responsibility of the parent/ legal guardian to communicate to the Out of School Care Programs, to the school and to the child regarding any changes to before and after school transportation. It is the parents/ legal guardians responsibility when the child misses a bus or when the child takes a bus home without expressed permission to do so. All children using bussing to either go to school or to arrive at the program after school must do so on their own supervision. Until the child is signed into the Out of School Care Program, The Mid-Sun Mid Community Child Care is not responsible for any incidents that may occur.

Please indicate if your child, \_\_\_\_\_ is registered for the School Bus  Yes  No  
Child's full name

\_\_\_\_\_  
 \*Parent/ Legal Guardian Printed Name      \*Parent/ Legal Guardian Signature      \*Date

**\*Policies Needing Parent Initials** (6.3.b)

I, \_\_\_\_\_, have read and fully understand The Parent Handbook for the Mid-Sun  
Parent/Guardians full name  
 Community Child Care Programs. I further agree to adhere by the following policies:

Policy	*Initial
1. Hours of Operation & Closure Dates	
2. Fees	
3. Health and Safety Policy- Potential Health Risk, Administration of Medication, Nutrition	
4. Communication Policy	
5. Confidentiality Policy	
6. Complaint Policy	
7. Bullying and Harassment Policy	
8. Supervision Policy- Pick up/ drop off from schools	
9. Child Guidance and Bullying Awareness Policies	
10. Diversity/ Inclusion Policy	
11. Programming Policy	
12. Off-Site Excursion Policy	
13. Emergency Evacuation Procedures & Emergency Procedures	
14. I understand that the Licensed OOSC programs run from September to June; registration for subsequent years must be completed on a yearly basis and is not guaranteed.	

\_\_\_\_\_  
 \*Parent/ Legal Guardian Printed Name      \*Parent/ Legal Guardian Signature      \*Date

Would you like to receive occasional updates from Mid-Sun Community Association by E-Mail?  
 (You will receive updates in regards to registration dates, community events, community news, etc...)

YES       NO



**MID-SUN COMMUNITY CHILD CARE**  
**TRANSPORTATION TO AND FROM SCHOOL CONSENT WAIVERS**  
**FOR GRADES 1 TO 6**

**\*Transfer TO School- ECOLE ST TERESA** (times according to 2018 school year and are subject to change)

I hereby consent for my child, \_\_\_\_\_;

- Description of Activity: To transfer children to the Ecole St Teresa School play field from the Mid-Sun Community Child Care program located in the Mid-Sun Community Centre.
- Duration of Activity: Children will leave the Community Centre by 8:40am for the 8:55am school start time. It will take ~10 minutes as staff and children must walk around the parking lot.
- Transportation: Walking
- Supervision: The Mid-Sun OOSC staff will supervise the children at all times. Children will be put into groups if applicable; staff will carry walkie talkies and there will be a cell phone for in case of emergencies. The Mid-Sun OOSC staff will ensure that minimum staff to children ratio will be adhered to at all times.
- Children may walk to Ecole St Teresa School at 8:38am without staff supervision if permission authorizing a child to walk to and from school unaccompanied by an adult is signed.

\_\_\_\_\_  
\*Parent/ Legal Guardian Printed Name      \*Parent/ Legal Guardian Signature      \*Date

**\*Transfer FROM School- ECOLE ST TERESA** (times according to 2018 school year and are subject to change)

I hereby consent for my child, \_\_\_\_\_;

- Description of Activity: To transfer children from the Ecole St Teresa School play field to the Mid-Sun Community Child Care program located in the Mid-Sun Community Centre.
- Duration of Activity: Children will leave the Ecole St Teresa School play field by 3:45pm to accommodate gathering everyone as school lets out at 3:28pm. It will take ~10 minutes as staff and children must walk around the parking lot.
- Transportation: Walking
- Supervision: The Mid-Sun OOSC staff will supervise the children at all times. Children will be put into groups if applicable; staff will carry walkie talkies and there will be a cell phone for in case of emergencies. The Mid-Sun OOSC staff will ensure that minimum staff to children ratio will be adhered to at all times.
- Children may walk to Mid-Sun community Child Care program from the Ecole St Teresa School at 3:35pm without staff supervision if permission authorizing a child to walk to and from school unaccompanied by an adult is signed.

\_\_\_\_\_  
\*Parent/ Legal Guardian Printed Name      \*Parent/ Legal Guardian Signature      \*Date

**\*Transfer TO School- MIDNAPORE SCHOOL** (times according to 2018 school year and are subject to change)

I hereby consent for my child, \_\_\_\_\_;

- Description of Activity: To transfer children to the Midnapore School playground from the Mid-Sun Community Child Care program located in the Mid-Sun Community Centre.
- Duration of Activity: Children will leave the Community Centre by 7:50am for the 8am school start time. It will take ~5 minutes as staff and children must walk around the parking lot.
- Transportation: Walking
- Supervision: The Mid-Sun OOSC staff will supervise the children at all times. Children will be put into groups if applicable; staff will carry walkie talkies and there will be a cell phone for in case of emergencies. The Mid-Sun OOSC staff will ensure that minimum staff to children ratio will be adhered to at all times.
- Children may walk to Midnapore School at 7:48am without staff supervision if permission authorizing a child to walk to and from school unaccompanied by an adult is signed.

\_\_\_\_\_  
\*Parent/ Legal Guardian Printed Name      \*Parent/ Legal Guardian Signature      \*Date

**Transfer TO School- FATHER J WHELIHAM** (times according to 2018 school year and are subject to change)

I hereby consent for my child, \_\_\_\_\_;

- Description of Activity: Child will walk to the Father Wheliam bus stop independently from the Community Child Care program located in the Mid-Sun Community Centre when instructed to by staff.
- Duration of Activity: Children will leave the Community Centre by 7:35am for the 7:50am bus pick up
- Transportation: Walking
- Upon Departure: Child will be signed out of care at the Mid-Sun Community Child Care program at 7:35am

\_\_\_\_\_  
\*Parent/ Legal Guardian Printed Name

\_\_\_\_\_  
\*Parent/ Legal Guardian Signature

\_\_\_\_\_  
\*Date

**Transfer FROM School- FATHER J WHELIHAM** (times according to 2018 school year and are subject to change)

I hereby consent for my child, \_\_\_\_\_;

- Description of Activity: Child will walk from the Father Wheliam bus stop independently to the Community Child Care program located in the Mid-Sun Community Centre.
- Duration of Activity: Bus should arrive by 3pm, child should arrive to the Mid-Sun Community Child Care program located at the Mid-Sun Community Centre by 3:05pm.
- Transportation: Walking
- Upon Arrival: Once child arrives at Mid-Sun Community Child Care program, child will be signed in on attendance form.

\_\_\_\_\_  
\*Parent/ Legal Guardian Printed Name

\_\_\_\_\_  
\*Parent/ Legal Guardian Signature

\_\_\_\_\_  
\*Date



## MID-SUN COMMUNITY CHILD CARE PARENT FEE AGREEMENT

<b>*Parent Fee Agreement</b>	<b>*Parent Initial</b>
The monthly fee of \$ _____ is due on the 1 <sup>st</sup> of each month and will be automatically processed.	
Payment Method Included: <input type="checkbox"/> Post Dated Cheques <input type="checkbox"/> Credit Card <input type="checkbox"/> Subsidy  <ul style="list-style-type: none"> <li>A form of payment is required to be on file to complete registration</li> <li>Families must notify the Program of any fee splitting. Joint-parenting families must fill out and sign a fee payment form- parents must alternate months, no splitting of monthly fees</li> <li>It is the responsibility of the parent to update payment information</li> </ul>	
<b>Parent name requested on tax receipts</b> _____ <ul style="list-style-type: none"> <li>We will not be able to change this once it is in the computer or change it retro-actively</li> <li style="background-color: yellow;">Receipts will be emailed through Max Galaxy, please retain for tax purposes</li> <li>If tax receipts need to be emailed again, there will be a \$25 charge</li> <li>If tax receipts are requested to be printed, there will be a \$5/ sheet of paper charge</li> </ul>	
<b><u>Monthly Fees Per Child</u></b> Morning Care            \$140.00 – located at the Mid-Sun Community Center only After Care                \$370.00 – \$40.00 surcharge for non-school days* Before & After Care    \$510.00 – includes non-school days, except Spring Break where surcharges apply  Morning Care            \$15/ drop in – located at the Mid-Sun Community Centre only	
<ul style="list-style-type: none"> <li>One month's written notice of withdrawal or change in components is required, dated the 1<sup>st</sup> of the month. All schedule changes will take place on the 1<sup>st</sup> of the month.</li> <li>Failure to notify the Program prior to August 1<sup>st</sup> that your child will not be returning in September will result in a charge for September fees.</li> <li>A charge of \$20.00 will be applied to any NSF cheque or failed credit card charges.</li> <li>Families must notify the Program of any change of payment method in writing.</li> <li>Families must supply their Subsidy Approval Notice to the Program. Deposit may be required.</li> <li>There will be no pro-rating of monthly fees to accommodate holidays, sick days or other absences.</li> <li>There will be no pro-rating of fees for program closers due to strike, natural disasters, power outages, or any other program closures.</li> <li>Families with delinquent accounts will be given 5 working days' notice to clear up outstanding balances or childcare will be terminated. Finding and the cost of alternate care is the parent's responsibility.</li> </ul>	
<b><u>Additional Fees</u></b> <ul style="list-style-type: none"> <li>\$1/ minute for before 7:00am or after 6:00pm</li> <li>\$10 for failure to notify the program of any child/ern absences from the Program</li> </ul>	

If at any time you have concerns or questions regarding your fees, please approach the Program Director as soon as possible.

\_\_\_\_\_  
\*Parent/ Legal Guardian Printed Name

\_\_\_\_\_  
\*Parent/ Legal Guardian Signature

\_\_\_\_\_  
\*Date

\_\_\_\_\_  
\*Program Director Printed Name

\_\_\_\_\_  
\*Program Director Signature

\_\_\_\_\_  
\*Date