



# MID-SUN COMMUNITY CHILD CARE

## 2024/2025 REGISTRATION FORM- MID-SUN OOSC/ GRADES 1 TO 6

Start Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_

\*ActiveNet Account Created  \*\$75.00 Registration Fee- **Non-refundable/Non-transferable**

\*Component Required:  **Before and After School Care**  **After School Care**  **Before School Care**

\*School:  St Teresa of Calcutta  Midnapore (Before only)  Other \_\_\_\_\_

**\* All fields must be completed, please print clearly**

\*Child's Legal Name: \_\_\_\_\_ \*Also Known As: \_\_\_\_\_  
first name last name name by which child is commonly known as

\*Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ \*Grade for 23/24 school year: \_\_\_\_\_  
year month day

### Mother's or 1<sup>st</sup> Legal Guardian Info

### Father's or 2<sup>nd</sup> Legal Guardian Info

\*Legal Name: \_\_\_\_\_ \*Legal Name: \_\_\_\_\_  
first name last name first name last name

\*Address: \_\_\_\_\_ \*Address: \_\_\_\_\_

\*Postal Code: \_\_\_\_\_ \*Postal Code: \_\_\_\_\_

\*Cell #: \_\_\_\_\_ \*Cell #: \_\_\_\_\_

\*Cell Carrier (i.e. Telus): \_\_\_\_\_ \*Cell Carrier: \_\_\_\_\_

\*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 and live locally)

\*Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
First name last name

\*Contact Phone #: \_\_\_\_\_  Cell  Home

### **Health Care Information:**

\*Allergies?:  YES  NO If YES please list: \_\_\_\_\_

\*Does your child take any ongoing medication? (i.e. Inhaler for Asthma; Epi-Pen/ Benadryl for allergies; ADHA medication; etc.)  
 YES  NO If YES please list: \_\_\_\_\_

\*Does your child have a history of health issues or have any special needs?(i.e. dietary restrictions; diabetic; prone to headaches; hay fever, etc.)  
 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. I understand that I must keep the Program updated with any changes to the above information.

\_\_\_\_\_  
\*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 each incident to the Statutory Director forthwith in the manner required by the Statutory Director.

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

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

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

### **\*Illness Policy**

I, \_\_\_\_\_ hereby agree to daily assess \_\_\_\_\_ and

Parent/guardian's name

Child's full name

will keep my child at home if ill and understand that if my child exhibits any symptoms of illness in OOSC, that my child must be removed from the program immediately. I understand that my child may not return to care till the child has been 24 hours symptom free and feels well enough to participate or a doctor's note is provided in accordance with the Early Learning and Child Care Regulations and AHS guidelines.

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

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

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

### **\*Children Arriving Unaccompanied to the Out of School Care Meeting Point**

I, \_\_\_\_\_ understand that \_\_\_\_\_ will arrive

Parent/guardian's name

Child's full name

Unaccompanied, **on their own** to the Program meeting point (In the field behind the school by baseball diamond). If a child leaves the school without going to the Out of School Care meeting point (whether it be their own choice or with a family member or friend) and the Program is not notified of the absence, I agree to release from liability the Mid-Sun Community Child Care from any illness, injury, incident or accident occurring once the child has left the school and understand that the Out of School Care is NOT responsible for children who are not signed into the Program.

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

\_\_\_\_\_  
\*Parent/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



# MID-SUN COMMUNITY CHILD CARE CONSENT WAIVERS

## **Media Consent**

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

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

## **Sharing Of Information**

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

## **\*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 Community Child Care is not responsible for any illness, injury, incident or accident that may occur.

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

## **\*Family Profile Information**

\*Family Information (i.e. all members of the family, step parents, custody arrangements, etc.): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\*What Languages are spoken at home: \_\_\_\_\_

\*Cultural background (i.e. English, Chinese, Scottish, Indian, Sudanese, etc.): \_\_\_\_\_  
 \_\_\_\_\_

What do you as a family celebrate (i.e. Christmas, Kwanza, Chinese New Year, Diwali, etc.) \_\_\_\_\_  
 \_\_\_\_\_

Special family traditions: \_\_\_\_\_  
 \_\_\_\_\_

Special interests and abilities (i.e. plays hockey/soccer/piano, dances, etc.): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



**MID-SUN COMMUNITY CHILD CARE**  
**TRANSPORTATION TO AND FROM SCHOOL CONSENT WAIVERS**  
**FOR CHILDREN IN GRADES 1 TO 6 WHO ATTEND ST TERESA OF CALCUTTA**

I hereby consent for my child, \_\_\_\_\_ to be:  
Child's full name

**\*Transfer TO School- ECOLE ST TERESA** (times according to 2023 school year and are subject to change)

- 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.

**\*Transfer FROM School- ECOLE ST TERESA** (times according to 2023 school year and are subject to change)

- 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



## MID-SUN COMMUNITY CHILD CARE COMMUNITY EXCURSION WAIVER

The Programs will “regularly” utilize the Community Outdoor Spaces that are within safe and easy walking distance as deemed appropriate by Licensing and the Mid-Sun Community Child Care from the Mid-Sun Community Center throughout the school year. Activities may be planned of spontaneous.

**Date and Times:** Families will be made aware of any community excursions by either monthly newsletters, emails, texts or signs posted in a prominent location.

**Transportation:** we will be walking from the Midnapore School

**\*Description of Activity:** Please initial those excursions you are consenting your child to participate in

Initial of Consent	<b>Community Excursion</b> (walking times according to google maps)
* <span style="background-color: yellow; border: 1px solid black; display: inline-block; width: 40px; height: 15px;"></span>	<b>Midnapore School-</b> 55 Midpark Rise SE (35m, ~ 2 minute walk). Spaces utilized- gym, we will occasionally mix the two OOSC programs for special events (i.e. magician, carnivall, etc.) during the school year.
* <span style="background-color: yellow; border: 1px solid black; display: inline-block; width: 40px; height: 15px;"></span>	<b>Surrounding Field Spaces-</b> Fields south and west of the Mid-Sun Community Centre, excluding the Skate Park; Daily when weather permits. Outdoor space consists of ~6 foot fencing along Midlake Blvd and residential housing make up the borders.
* <span style="background-color: yellow; border: 1px solid black; display: inline-block; width: 40px; height: 15px;"></span>	<b>CBE Midnapore School Playground-</b> 55 Midpark Rise, SE, ~2 minute walk. Daily when weather permits. Outdoor space consists of ~4 foot fence adjacent to cul-de-sac, school grounds and large green space which backs onto residential housing making up the other borders so as to enable Educators to view children at all times.
* <span style="background-color: yellow; border: 1px solid black; display: inline-block; width: 40px; height: 15px;"></span>	<b>CCSD St. Teresa of Calcutta School Playground-</b> 121 Midlake Blvd SE, (500m, ~3 minute walk). Daily when weather permits. Outdoor space consists of ~6 foot fencing on the north perimeter along Mid-Lake Blvd, school grounds and large green space which backs onto residential housing making up the other borders so as to enable Educators to view children at all times.
<span style="background-color: yellow; border: 1px solid black; display: inline-block; width: 40px; height: 15px;"></span>	<b>Midnapore Lake-</b> 185 Midlake Blvd SE, (700m, ~10 minute walk). Monthly as weather permits. The lake offers a variety of activities during all seasons, such as swimming, skating, tobogganing, playgrounds, opportunities for nature walks and talks, and ample space for games and activities. The Lake is ~30 acres in size and is surrounded by ~7 foot chain link fence as well as a manned entrance for extra security. Facility includes 2 washrooms. The following are some of the rules we will adhere to while at the lake: <ul style="list-style-type: none"> <li>• Skating- children must wear a helmet, regardless of whether they are playing hockey or just skating on the upper rink. Children need to supply their own skates, helmets, hockey sticks and pucks.</li> <li>• Tobogganing-children must wear a helmet and are only permitted to start ~1/3 of the way up. Children must bring their own toboggans and helmets.</li> <li>• Swimming- <b>There is no lifeguard on duty.</b> Staff will be at the water’s edge at all times when children are in the water. Children are not permitted to go any deeper than their belly buttons.</li> </ul>
<span style="background-color: yellow; border: 1px solid black; display: inline-block; width: 40px; height: 15px;"></span>	<b>Fish Creek Provincial Park, Glennfield Day Use Area-</b> 14428 Bannister Rd SE, (1.9km, ~25 minute walk). Twice annually when weather permits. Fish Creek offers the opportunity to explore the natural environment by providing areas for nature walks and talks, and ample space for games and year round activities. Washrooms as open all year.

**Child care will not be provided on-site during community excursions as all of the Program’s Educators will be required for the activity to maintain proper ratios.** If consent is not given or retracted for any given community excursion, children may not attend on those days where the activity has been planned.

**Children will require-** to be dressed appropriately for the weather and activity.

**Supervision-** The children will be supervised by the Midnapore OOSC Educators at all times. Educators will carry emergency cards, first aid kits, may carry walkie talkies and there will be a cell phone for in case of emergencies. The Midnapore OOSC will ensure that minimum Educator to child ratio will be adhered to at all times.

**To contact the Program while Off-site:** please call 403-256-4422

I, \_\_\_\_\_ hereby consent to my child, \_\_\_\_\_,

Parent/legal guardian's name

Child's name

to participate with the Mid-Sun Community Child Care Programs Community Excursions. I agree to release the Mid-Sun Community Child Care from liability for any illness or accident occurring during the activities.

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

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

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

### Community Excursions Map



1. **Mid- Sun Community Center** (50 Midpark Rise SE)

2. **Midnapore School /CBE Midnapore School Playground-** 55 Midpark Rise SE, ~2 minute walk (walk around parking lot)

3. **CCSD St Teresa of Calcutta Playground-** 121 Midlake Blvd, 500m, ~3 minute walk (walk through field)

4. **Midnapore Lake-** 185 Midlake Blvd SE, 700m, ~10 minute walk. (walk through the field or along Midlake Blvd)

5. **Fish Creek Provincial Park, Glenfield Day Use Area-** 14428 Bannister Rd, SE, 1.9km, ~25 minute walk



**MID-SUN COMMUNITY CHILD CARE**  
**ACKNOWLEDGMENT OF READING PARENT HANDBOOK AND POLICIES**

**\*Policies Requiring Initials**

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

<b>Policy</b>	<b>*Initial</b>
Hours of Operation & Closure Dates- 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.	_____
Program Fees, Payment, Subsidy and Tax Receipt Information	_____
Absence from School/Program- I understand that it is my responsibility to notify the Program when my child will not be attending the Out of School Care.	_____
Termination Policy	_____
Inclusion and Diversity Policy	_____
Communication Policy; Confidentiality Policy; Complaint Policy	_____
Volunteer Policy	_____
Child Guidance and Bullying and Harassment Policies	_____
Off-Site Excursion Policy/Community Excursions, Safety	_____
Supervision Policy- Pick up/ drop off from schools	_____
Health and Safety Policy- Potential Health Risk, Administration of Medication, Nutrition	_____
Programming Policy	_____
Emergency Evacuation Policy	_____

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

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

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



## MID-SUN COMMUNITY CHILD CARE PARENT FEE AGREEMENT

<b>*Fee Agreement</b>		<b>*Parent Initial</b>
The monthly fee of <b>\$</b> _____ is due on the 1 <sup>st</sup> of each month and will be automatically processed.		_____
<b>Payments</b>		
Payment Method: <input type="checkbox"/> Credit Card: CVV: _____ <input type="checkbox"/> Subsidy		_____
<ul style="list-style-type: none"> <li><b>A form of payment is required to be on file to complete registration, even if on subsidy</b></li> <li>Receipts will be issued to those whose payment is on file.</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 on their accounts</li> <li>Please visit <a href="https://anc.ca.apm.activecommunities.com/midsun">https://anc.ca.apm.activecommunities.com/midsun</a> to log into your account to access receipts and update your personal information (including credit card information).</li> </ul>		
<b>Monthly Fees Per Child/ Component</b>		
All fees include processing fee. **Fees are subject to change at any time		
<b>Per Child Registration Fee</b> - non-refundable/ non-transferable	<b>\$75</b>	_____
<b>Before School Care</b> - located at the Mid-Sun Community Center only	<b>\$200</b> December fees \$105 April fees \$155	_____
<b>After School Care</b> - does not include non-school days; does not include Easter Break as surcharges apply	<b>\$475</b> December fees \$250 April fees \$365	_____
<b>Non-School Day Surcharges</b> - includes non-school day before care drop in	<b>\$60</b>	_____
<b>Before and After School Care</b> - no extra charge for non-school days; does not include Easter Break as surcharges apply	<b>\$625</b> December fees \$330 April fees \$480	_____
<b>Before School Care Drop In</b> - located the Mid-Sun Community Centre only	<b>\$15</b>	_____
<b>No-Show Fee</b>	<b>\$20</b>	_____
<b>Late Pick Up Fee</b> - To be paid in cash to the staff at pick up	<b>\$1/ min</b>	_____
<b>NSF failed credit card charges</b>	<b>\$25</b>	_____
<b>Fee Agreement</b>		
<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>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>Families are responsible to ensure program fees remain up to date regardless of subsidy payments.</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, pandemic 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>		_____

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