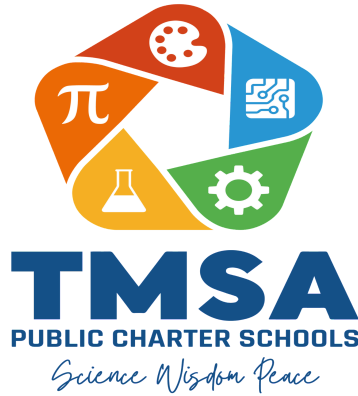




After School Care Registration Form

Student's Last Name: _____ First Name: _____

Homeroom Teacher: _____ Grade: _____

Siblings attending TMSA:

Sibling: _____ Grade: _____ Homeroom Teacher: _____

Sibling: _____ Grade: _____ Homeroom Teacher: _____

Parent/Guardian Information:

Mother's Name: _____ Father's Name: _____

Mother's Cell Phone: _____ Father's Cell Phone: _____

Mother's Work Phone: _____ Father's Work Phone: _____

Email: _____

Other Adults Authorized To Pick Up Student:

Name: _____

Name: _____

Name: _____

Name: _____

PLEASE LIST ANY ALLERGIES: _____ Medical Conditions: _____

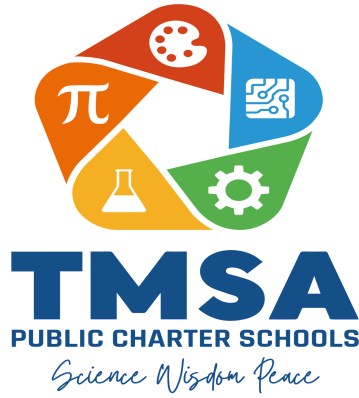
EPI PEN: YES or NO

PLEASE SELECT:

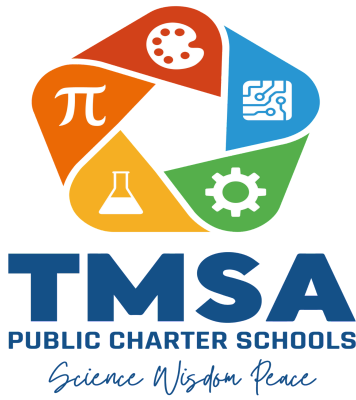
Care Needed: ☐ Full Time ☐ Part Time (Part Time is 10 days or less per month)

☐ M ☐ T ☐ W ☐ Th ☐ F or ☐ Days will vary week to week

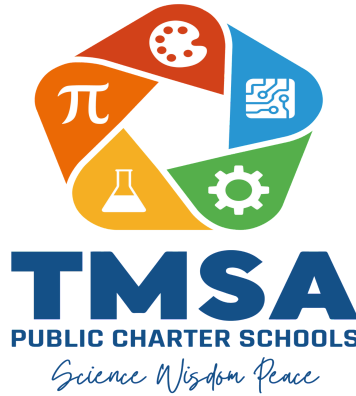
OFFICE USE ONLY - DO NOT WRITE IN THIS AREA



Month	Amount Paid	MSB/CC	Check /Money Order	Date Received	Late Fee
WEEK 1					
WEEK 2					
WEEK 3					
WEEK 4					
WEEK 5					
WEEK 6					
WEEK 7					
WEEK 8					
WEEK 9					
WEEK 10					
WEEK 11					
WEEK 12					
WEEK 13					
WEEK 14					
WEEK 15					
WEEK 16					
WEEK 17					
WEEK 18					
WEEK 19					
WEEK 20					
WEEK 21					
WEEK 22					
WEEK 23					
WEEK 24					
WEEK 25					



WEEK 26					
WEEK 27					
WEEK 28					
WEEK 29					
WEEK 30					
WEEK 31					
WEEK 32					
WEEK 33					
WEEK 34					
WEEK 35					
WEEK 36					



AFTERCARE PROGRAM POLICIES AND PROCEDURES

The TMSA Aftercare Program follows all school-wide discipline procedures with some additional policies specific for the ASC Program routines.

- **NO STUDENT WILL BE ACCEPTED INTO THE PROGRAM WITHOUT A REGISTRATION FORM AND PAYMENT.**
- **Registration and Payments:**
Each year you must re-register your child. Registration does not roll over year to year. ALL payments are due the Friday of the week before. **\$25.00 registration fee for one child or \$35.00 for a family of 2 or more children. This is non-refundable, and must be paid in advance of enrollment and separate from tuition.**
late fee of \$15 will be charged if payment is received after Friday for your child to attend the program.

Failure to pay WEEKLY payments in a timely manner will result in termination from the After School Care Program. Students with outstanding fees will not be allowed to participate in any extracurricular activities at TMSA Charlotte.

Payments can be made by credit card, check, or money order payable to TMSA Charlotte.

After School Care students MUST be picked up by 6:00 PM. **Late fees will accrue after 6:00 PM at the rate of \$3.00 per minute.**

NSF Checks

If a check is returned for *Non-Sufficient Funds*, we must receive payment within 2 business days. Payment must be made by money order for the original amount of the NSF check plus an additional **\$35.00** (bank fee). If we receive more than one NSF check, you will be required to pay all future payments by money order.

Homework

The After School Care staff will provide their students with homework time. However, the After Care staff/counselors are not responsible for the completion of your child's homework. Any homework not finished is to be completed at home. If students do not have homework then they will be asked to read or do a quiet activity during homework time.

Safety

ALL students MUST be signed out by someone 18 years of age or older and identified on the student's registration form. Any person picking up a student WILL be asked to provide identification for verification. Students will not be dismissed to anyone that does not have proper ID.

Switching Classes

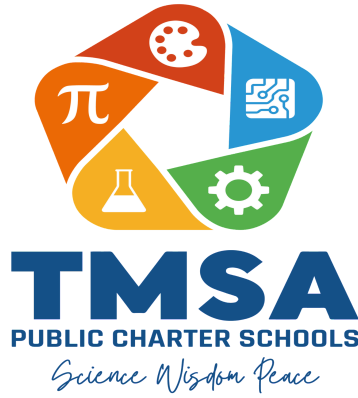
Once students are placed in an AFTERCARE class they cannot be switched to another class. All classes are made up by student-teacher ratio and must adhere to the guidelines.

Lost or Stolen Items

The TMSA After School Care program is not responsible for any misplaced or broken items and/or clothing. Once the classrooms are locked for the day they cannot be re-opened by any staff member. We kindly ask that students do not bring any toys to school.

Withdrawal Policy

If you wish to withdraw your scholar from the After Care program at the end of a service period, you must provide a written notice One week in advance to avoid paying another Weekly fee.



Movies

- ☐ I agree to let my scholar watch PG rated movies during the Before and After School Program.

- ☐ I DO NOT agree to let my scholar watch PG rated movies during the Before and After School Program.

I have read the above and I have received a copy of the ASC Parent Handbook. I understand the policies and procedures of the TMSA After School Care Program.

Parent/Guardian Signature: _____ Date: _____