



**For children entering K through 6th grade FALL of 2020
2020-2021 Registration
Registration Opens July 1 / Closes Aug 1**

LOCATION = JORDAN ELEMENTARY SCHOOL

August 31, 2020 - June 3, 2021 / Monday thru Friday / 6:00am-6:00pm

Please see the operating schedule on the next page for full details on start dates.

(NOTE: programming is subject to change based on updated COVID-19 guidance)

**** If you have an unpaid balance from the school year (2019-2020) or Summer 2020, you will be put on a waiting list.**

Registration Fee

- \$50 (\$100 per family max) – Registration is for the full year of Kids' Company/Early Ed-Ventures programming.
- A non-refundable registration fee will be applied to your ActiveNET account.

Kids' Company pricing for 2020-2021 School Year

Morning	6:00am – 8:00am	\$10
Afternoon	Before 4:30pm pick up After 4:30pm pick up	\$10 \$13
Other Days	Early Release Late Start	\$6 extra \$6 extra
Non School Day	On site Field Trip	\$38 \$55

School Year 2020-21		Operating Schedule	Reason
August 24- 28, 2020	closed		Teacher workshop
August 31-September 1, 2020	Only open for	Early Ed and Kindergarten	Kickstart to K
September 2, 2020		Open to All Grades	1st day grades 1-4
September 7, 2020	closed		Labor Day
October 9, 2020	early release		staff development
October 15, 2020	non-school day	field trip	MEA
October 16, 2020	non-school day	on site party	MEA
November 6, 2020	non-school day	field trip	teacher workshop
November 27, 2020	early release		staff development
November 25, 2020	non school day	on site party/field trip	Thanksgiving
November 26, 2020	closed		Thanksgiving
November 27, 2020	closed		Thanksgiving
December 11, 2020	early release		staff development
December 23-25, 2020	closed		Christmas break
December 28-30	?	open contingent on staffing availability	Christmas break
December 31 & January 1, 2021	closed		New Years
January 4, 2021	open		WELCOME BACK
January 18, 2021	non-school day	onsite party	staff development
January 22, 2021	non-school day	field trip	staff development
February 12, 2021	early release		staff development
February 15, 2020	non-school day	onsite party	Presidents Day
March 26, 2021	non -school day	field trip	staff development
March 29- April 1, 2021	?	open contingent on staffing availability	Spring break
April 2, 2021	closed		Good Friday
April 30, 2021	non-school day	field trip	staff development
May 31, 2021	closed		Memorial Day
June 3, 2021	open	early release	last day of school
June 4, 2021	closed		summer prep
June 7, 2021	open		first day of summer

CHILD INFORMATION

Office: Registration Fee Fall ___ Summer ___

Name _____ DOB _____ Grade Fall'20 _____ Start Date _____

Name _____ DOB _____ Grade Fall'20 _____ Start Date _____

Name _____ DOB _____ Grade Fall'20 _____ Start Date _____

Mother's Name/Guardian _____ Best Number to be reached at _____ Alternative Phone Number _____

Home Address including City _____

E-mail Address _____

Father's Name/Guardian _____ Best Number to be reached at _____ Alternative Phone Number _____

Home Address including City _____

E-mail Address _____

Student lives with: Both Parents _____ Father _____ Mother _____ Stepparents _____

If you have a custody arrangement & it will affect your child's schedule, please share below.

RELEASE AUTHORIZATION

We will release a child to either parent unless we have documentation stating otherwise. List people willing to take responsibility for your child in case of an illness/emergency when you cannot be reached.

Name _____ Relationship _____ Phone Number _____

Name _____ Relationship _____ Phone Number _____

Office use only: ___ Roster ___ AM Roster ___ Email ___ in/out ___ x3 ___ Allergy ___ Filex2 ___ EAP ___ Summer ___ Fall

Medical Information

Child's First Name _____ Child's Last Name _____

Hospitalization/Reason: _____

Physical Problems: _____

Chronic Illnesses: _____

Allergies: _____

Diet Restrictions: _____

Name of Medication Daily: _____

****Kids' Company Programs: Early Ed-Ventures/Summer Adventures/J-Town Crew
CANNOT administer medicine without a medical permission form
Please ask for medical form if needed**

If your child has any special concerns/needs that we should be aware of, please share here

I agree to release Kids' Company Programs: Early Ed-Ventures/Summer Adventures/J-Town Crew/Jordan Community Education and Recreation, ISD717 and all of its employees from any liability related to accidents or injuries that may occur during childcare. In the event of any emergency, I give permission to Kids' Company staff to obtain medical help, including the services of a rescue squad or emergency room of the nearest health facility. **I understand that I will be held responsible for all medical expenses.**

Parent/Guardian Signature _____ Date _____

PERMISSION TO SHARE INFORMATION

I _____, give Kids' Company staff and Jordan Elementary School staff my permission to share information about my child, _____. ____ yes ____ no

My child has an IEP (Individual Educational Plan). ____ yes ____ no

If yes, I give my permission for Kids' Company to have a copy of my child's IEP for their files. ____ yes ____ no

Other information that you feel we need to have on file for your child.

FIELD TRIP PERMISSION POLICY

SCHOOL YEAR: I understand if my child attends Kids' Company on a NON SCHOOL DAY - FIELD TRIP DAY, they will be attending the scheduled field trip.

- I have read and understand Kids' Company's Field Trip Policy. I give my child permission to attend the scheduled field trips if they are in attendance.

BEHAVIOR GUIDELINES

We have designed rules based on promoting child safety and positive learning experiences. We strive on the behavior philosophy of Love and Logic. This philosophy enables the childcare providers and children to share control and decision-making while improving self-concept, behavior, and achievement for each child. It empowers children to learn from their mistakes and gain responsibility over their own choice. We have designed our rules at the children's developmental level. Our goal is to intervene and redirect to change the course of behavior before a rule may be broken. We believe in praising appropriate behavior and being positive role models.

We expect our students to display J-Town Pride, which is the model of Jordan Elementary's Safe, Respectful, and Responsible behavior.

When an inappropriate behavior occurs these are the steps that will be taken:

1. Children are given a warning.
2. Children are asked to take a break from the activity.
3. An email is composed to parents with the child to make them aware of the situation.
4. If behavior continues, a meeting is scheduled to determine a plan of action.

Kids' Company may not be suitable for all children. Prior to suspension or termination of care, our staff will ensure that all options have been exhausted.

- I have read and understand Kids' Company's Behavior Guidelines above.

PARENTAL CONSENT: Initial is required

_____ I give permission for my child to be included in photographs that are related to Jordan Community Education, ISD717 and all Kids' Company programs for presentation or publication

_____ I understand that I must enter the Kids' Company room to sign in and out my child each day

_____ I will also contact a staff person before I leave with my child

_____ I give permission for my child to leave the school premises with an Early Ed-Ventures/Kids' Company for walks or field trips in an authorized school bus or van

_____ I understand that it is my responsibility to inform the Kids' Company staff of any changes to my child's registration form phone number, address, release authorization, medical changes, or schedule changes

_____ I agree to pay for the days contracted, regardless of my child's attendance

_____ I understand that a 2 week notice is required if I will be withdrawing my child from the program

_____ I understand that I will be charged a \$10 childcare fee if I do not notify Kids' Company that my child will not attend a scheduled day.

_____ I understand I will be charged the late fee policy if I do not pick my child up by 6:00 pm.

_____ I understand that it is my responsibility to read the Parent Handbook online and to follow the policies & procedures noted, abuse of any of the policies could result in the dismissal of my child from his/her program

- I have read and understand Kids' Company's Parental Consent above.

ATTENDANCE CONTRACT – SCHOOL YEAR ONLY

- Each child must commit to a 2 day minimum time slot and pay accordingly.
- We will expect your child on their contracted days.
- If your child does not attend on their contracted days, it is your responsibility to contact us. You will be charged a childcare fee of \$10.
- You will be charged according to your contract.
- You may permanently change your contract during the school year, by submitting a new contract. New contracts are due one week before date change.
- If you choose to add a day, please contact us at kidsco@isd717.org or 952-492-4261.

I have read and understand Kids' Company's Attendance Contract above.

Data provided on this registration form will be used by personnel in the Jordan School District 717 to identify the student and family for the Kids' Company program. **I certify the information given above is true and complete to the best of my knowledge.**

Parent/Guardian Signature

Parent/Guardian Printed Name

Date

KIDS' COMPANY – ATTENDANCE

Name of student _____ Grade/Teacher _____

Name of student _____ Grade/Teacher _____

Name of student _____ Grade/Teacher _____

PLACE A CHECK in the boxes below to indicate which days your child will be attending Kids' Company.

AM Session Cost is \$10/day	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
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PM Session Option #1 Cost is \$10/pick up before 4:30 pm	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
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PM Session Option #2 Cost is \$13/pick up after 4:30 pm	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
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- All fees associated with Kids' Company can be found on the first page of your registration packet and on our website.
- **Billing is completed monthly through your ActiveNET account.** With any billing questions,

please contact Jenna Wendorff, ELS Director at jwendorff@isd717.org or 492-4336.