



For children entering PreK in FALL of 2020 - Registration Opens March 3, 2020

**LOCATION = JORDAN ELEMENTARY SCHOOL
First day of Early Ed-Ventures: August 31, 2020**

**** If you have an unpaid balance from the school year (19-20) 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-registration fee will be applied to your ActiveNET account.
- Your child must be registered in Early Explorers to attend Early Ed-Ventures.

Early Ed-Ventures pricing for 2020-2021 School Year

4 & 5 year olds	ALL day class	8:30am - 2:30pm
	Attends EE, before only 6am - 8:30am	\$10 a day
	Attends EE, after p/u before 4:30pm	\$10 a day
	Attends EE, after p/u after 4:30pm	\$15 a day
4 & 5 year olds	Monday - Thursday	12pm - 3pm
	Attends EE, before and after	\$38 a day
	Attends EE, after p/u before 4:30pm	\$10 a day
	Attends EE, after p/u after 4:30pm	\$15 a day
3 & 4 year olds	AM Classes	8:30am - 11am
	Attends EE, before only 6am - 8:30am	\$10 a day
	Attends EE, after ONLY 11:30am – p/u before or after 4:30pm	\$38 a day
	Attends EE, before and after	\$38 a day
Non-Preschool Days	Attends EE ALL day	\$38
	Non school day with Field Trip	\$55
Other Days	Early Release	\$6 extra
	Late Start	\$6 extra

CHILD INFORMATION

Office: *Registration Fee Fall ___ Summer ___*

Name _____ DOB _____ Class _____ Start Date _____

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Name _____ DOB _____ Class _____ 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 Early Ed-Ventures 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 Early Edventures 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 Early Ed-Ventures on a NON SCHOOL DAY - FIELD TRIP DAY, they will be attending the scheduled field trip.

I have read and understand Kids' Company/Early Ed-Ventures'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.

Early Edventures 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 the Early Ed-Ventures 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, Early Ed-Ventures, and all Kids' Company programs for presentation or publication

____ I understand that I must enter the Kids' Company/Early Ed-Ventures room to sign in and out my child each day

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

____ I will escort my child to their locker and assist them with their belongings

____ 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 Early Ed-Ventures 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 Early Ed-Ventures that my child will not attend a scheduled day

____ 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 give permission for my child to participate on non school days/field trips during the school year

I have read and understand the Early Ed-Ventures 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 the late fee based on the late policy found in the parent handbook if your child is not picked by 6:00 pm.
- 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 the 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 the Early Ed-Ventures Attendance Contract above.

EARLY ED-VENTURES / PRESCHOOL EXTENDED CARE

Name of student _____ Preschool Class _____

Name of student _____ Preschool Class _____

	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>
Drop off time	_____	_____	_____	_____	_____
Pick up time	_____	_____	_____	_____	_____

- Early Ed-Ventures monthly fee will be determined per child's preschool schedule
- Your child's lunch ID will be set up by Early Explorers Preschool, through the District Infinite Campus system (via the District Office). Your child has the choice of HOT lunch daily or COLD lunch from home.
- Please walk your child into the Kids' Company room when dropping off.
- Please help them put their belongings in their cubby.
- Please sign your child in/out on the sign in/out sheet.
- Please contact staff before you leave with your child.
- Rest time is offered each day. Your child can bring a small blanket.
- Breakfast is served each morning.
- Snacks are served twice a day for Early Ed-Ventures from the snack cart and milk is offered.
- **Advance notice of NO Attendance on Non-School Days / NO CHARGE**
- **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.

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