



**Family Surname:** \_\_\_\_\_

*Dated:* \_\_\_\_\_ *Name:* \_\_\_\_\_ *Signature:* \_\_\_\_\_  
(please print)

## St. Patrick's Celtics Social Activity Club

Child(ren)'s Name(s): Grade: Date of Birth: Care Card Number: Allergies/Medical Alerts:

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Family Doctor (name/phone number): \_\_\_\_\_

### Family Information:

Home Phone # : \_\_\_\_\_

Home Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Mother's Work Phone # : \_\_\_\_\_ Cell Phone # : \_\_\_\_\_

Father's Work Phone # : \_\_\_\_\_ Cell Phone # : \_\_\_\_\_

Mother's Email Address: \_\_\_\_\_

Father's Email Address: \_\_\_\_\_

### Pick-up/Release Information

Please list ALL the names of persons who have permission to pick up your child(ren) from St. Patrick's Celtics Social Activity Club (including parents) and their relationship to your child(ren). Only those listed below will be allowed to take your child(ren) from the program, unless we have written notice from the parent/guardian to do otherwise.

Names of persons authorized to pick-up the child(ren)	Relationship to Child(ren)	Phone Number(s)

### Emergency Contacts

Name	Relationship to Child(ren)	Phone Number(s)

### Please do not write in this space

Start Date: \_\_\_\_\_ Withdrawal Date: \_\_\_\_\_

Before School \_\_\_\_\_ After School \_\_\_\_\_ Before and After School \_\_\_\_\_ Casual/ Drop In \_\_\_\_\_

Fees Paid: Sept. \_\_\_\_\_ Oct. \_\_\_\_\_ Nov. \_\_\_\_\_ Dec. \_\_\_\_\_ Jan. \_\_\_\_\_

Feb. \_\_\_\_\_ Mar. \_\_\_\_\_ Apr. \_\_\_\_\_ May \_\_\_\_\_ June \_\_\_\_\_

## Parent Agreement for St. Patrick's Celtics Social Activity Club

### Late Pick Up Policy:

**Our official closing time is 5:30pm. Picking up your child after 5:30pm will result in a late charge of \$5.00 per 5 minutes** that you are late. These fees get paid directly to the caregiver that has to stay late, as their day ends at 5:30pm. Continuous late pick-ups could result in cancelling the Social Club agreement. If you know that you are going to be late, please try to arrange for someone else to pick up your child. Please send a note with your child to let the Social Club know you are going to be late.

### Payment Policy:

Post-dated cheques dated the 1<sup>st</sup> of each month are required in order to secure your spot from September to June. Adjustments will be made for the months of December and March to accommodate for Christmas break and Spring Break. If payments are in arrears by a month, the P.E.C. is notified. Refunds will not be made for illness, holidays, snow days, etc. as payment holds the participant's spot. **Parents are required to submit 1 month's written notice to cancel participation in the program.** Please make cheques payable to St. Patrick's School. **Please note that since this is a club and not a licensed care facility we cannot issue tax receipts.**

### Supplies:

Children need to bring a snack and a water bottle. We encourage parents to send healthy snacks. Please do not send candy or sweets, and **please no nuts or nut products.**

### Child Pick-up Policy:

Your child(ren) will not be release to anyone not listed on the pick-up section of this application. Caregivers will not under any circumstances release your child(ren) to anyone without your consent. If someone other than the pick-up person listed arrives to pick up your child, we will contact you for proper permission. If we are unable to contact you, we will not release your child. It is important that you list ALL persons that are authorized to pick up your child(ren).

### Discipline Policy:

It is our understanding and that of the parents who enrol their children in our activity club that this is a service to our families and an opportunity for our students to maintain continuity in their out-of-home care. Therefore disrespectful, dangerous, disruptive or uncooperative behaviour on the part of the students (as well as parents and/or staff) will not be tolerated. It is required that parents support the activity club discipline policy which mirrors that of St. Patrick's School. Adherence to these policies will always remain a condition of acceptance into the club.

In most cases, isolated and irregularly occurring incidents can be resolved simply and quickly by the student with the intervention of the caregiver. If the problem reoccurs or seems to be of an on-going nature, at the caregiver's discretion and in consultation with the manager, Shannon van der Pauw, the following steps, supported by documentation will apply.

- 1) The caregiver will have a discussion with the child(ren) involved at the time. Appropriate consequences, determined by the Caregiver will be assigned, based on that discussion and with the child offering suggestions on how to improve and the consequences. Consequences may include, but are not limited to, supervised time-outs and loss of use of equipment and/or materials.
- 2) Parents will be informed at the end of the day of any problems arising during the child's stay at the activity club.
- 3) Should the problems persist, the caregiver will arrange a meeting with the parents, principal, and student to discuss the problem and resolve the issue.
- 4) At this meeting, a formal contract of expected behaviour and the consequences will be written out and signed by all parties involved. It will be made clear that continued unacceptable behaviour could result in the family being asked to leave the program.

**I have read and agree to the above procedures and policies:**

---

Parent Signature

---

Date

**A copy of each application/agreement will be sent home with the participants.**