



After School Program Application Form

Dear Parents and Applicant:

Thank you for your interest in our French After School Program (ASP) at JJR or LYD. Please fill out this application form completely. **The registration deadline for the fall semester is July 25 and January 5 for the spring semester.** Your child will not be registered until the deposit, supply/book fee and the first payment is made. Any student who has received disciplinary actions or suspended may not be able to attend the After-School program. By signing this form, you accept the *Ecole Jean-Jacques Rousseau* policies.

Applicant's name: _____, _____ DOB: _____
(Last) (First)

Gender (please circle one): | Male | Female Grade and Age: ____/____

Session I (circle one): 2/week 3/week 4/week

Session II (circle one): 3:15-4:30 4:15-5:30

[Please check availability for CNED sessions]

After session homework help 4:30-5:30 2/week 3/week 4/week

Parent's/Guardian's name: _____, _____
(Last) (First)

Permanent address: _____

Phone: (____) _____ (____) _____ (____) _____
Home Work Cellular

Emergency Contacts: Please list in order of preference individuals we may contact in the event of an emergency:

(1) Name _____ Relation to Child _____

Address _____

Telephone# _____

(2) Name _____ Relation to Child _____

Address _____

Telephone# _____

Signature of Parent or Guardian

Date

Rules & Regulations

- Rules and regulations that are outlined in JJR Student Handbook apply to the program.
- Your child will be supervised inside until 4:30 PM (First Session), 5:15 PM (Second Session).
- After 5:30 PM, there will be an additional charge of \$2.50 for every 10 minutes for each student who is left on premises.
- Monthly fee for a child is based on the number of sessions plus a one time material/book/supply fee of \$150.
- Monthly fee for a child for **After Session Homework** is \$10 per hour. The number of the 'after session homework' must match the number of French sessions of the after school program.
- All JJR and LYD holidays apply to the after school program. Please check the school calendars under School Life at www.austinfrenchforkids.org.
- **A missed/cancelled session by student is not reimbursed or credited.** For sessions falling during JJR breaks and Holidays, payments will roll over to the next month.
- Payments must be made between 1st and 5th day of each month. Please make checks payable to **Ecole Jean-Jacques Rousseau**.
- Don't forget to include your child's name on the check.
- If you do not make a payment between 1st and 5th day of the month the student will be withdrawn from the after school program. The student will not be accepted to the program until the money is paid. If such situations happened more than once, then the student would not be accepted to the program anymore.

1. ADMISSION

Each student must be enrolled in the after-school program by a parent or legal guardian approval. The fee for After School Program (ASP) is

- \$160 per month for an hour session for children age 3-5.
- \$ 240 per month for two sessions a week.
- \$ 360 per month for three sessions a week
- \$ 500 per month for four sessions a week.
- Additional \$10 per hour for after session homework.

The fee must be paid before the enrollment for each month. The students will not be able to attend the program until the fee is paid. If the fee is not paid until the 5th day of the month more than once this may result in discontinuing of after-school enrollment. No money will be refunded in any case.

2. ATTENDANCE

Attendance will be taken during the classes and activities. All students are to attend all classes regularly and promptly for which they are scheduled. If a student misses 10 percent of all programs, he/she will be withdrawn from the ASP unless he/she provides a valid excuse in writing. If your child has to be absent from the after-school

classes for any reason, we would appreciate a notification from the parent or legal guardian at least two days prior to the date.

3. DISCIPLINE POLICY

The purpose of discipline policy is to facilitate a positive after-school climate where each student feels safe and secure; where parents and teachers agree on general principles of discipline within a framework of progressive discipline; where parents are kept informed of their child's behavior and are encouraged to support the program's decisions; and where all students are provided with opportunities to grow in personal and social development. Rules and regulations outlined in Student Handbook will be applied to the After-School Program and all students enrolled in the After School Program are expected to obey them. If a student fails to do so for the first time, the parent will be informed and the student will get a warning. If a third discipline action happens, student will be expelled from the After-School Program and he or she may not enroll for the existing semester.

4. DROP-OFF & PICK UP POLICY

Your child will be supervised until 4:30 PM., 5:30 PM. based on the sessions he/she is enrolled for the semester. After that there will be an additional charge of \$2.50 for every 10 minutes for each student who is left on premises. Please remain in your car at pick-up and your child will be brought to you at dismissal. If you need to speak with us, please schedule an appointment and we will arrange for a meeting either before the sessions start or after the sessions end.

5. MEDICATION POLICY

A parent or guardian will be called to pick up a child who is sick or injured. Medicine will not be administered without written permission from the parent or legal guardian.

6. HOMEWORK

If you have signed up your child for after session homework, he or she must work bring a paper/guidelines indicating all homework

PARENTS- Sign below and return with checks of

1. \$100 Deposit for the school year
2. \$150 One Time fee for Book & Supply fee
3. Your first monthly payment.

I have read and understood the After School Program Policies.

Student's Name: _____

Parent's Name: _____

Parent's Signature: _____

Date: _____