

**Aftercare Program Enrollment Form**  
**School Year \_\_\_\_\_**

Parent(s) Names: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**1st Child** (full name): \_\_\_\_\_ Grade: \_\_\_\_\_

Dietary restrictions/Allergies: \_\_\_\_\_

Please select your desired enrollment and specify day(s):

	<u>Hours: 3:15pm – 5:30 pm</u>	<u>Monthly Rate</u>	<u>Plan Savings</u>
<input type="checkbox"/> 5 days / week	M-F	\$215.00	\$11.45/day savings
<input type="checkbox"/> 4 days / week	<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F	\$195.00	\$10.17/day savings
<input type="checkbox"/> 3 days / week	<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F	\$175.00	\$ 8.04/day savings
<input type="checkbox"/> 2 days / week	<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F	\$126.00	\$ 7.00/day savings
<input type="checkbox"/> 1 day / week	<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F	\$ 67.50	\$ 6.00/day savings
<input type="checkbox"/> Occasional User	(no enrollment fee required)	\$ 21.00 per day maximum	

**2nd Child** (full name): \_\_\_\_\_ Grade: \_\_\_\_\_

Dietary restrictions/Allergies: \_\_\_\_\_

Please select your desired enrollment and specify day(s):

	<u>Hours: 3:15pm – 5:30 pm</u>	<u>Monthly Rate</u>
<input type="checkbox"/> 5 days / week	M-F	\$193.50
<input type="checkbox"/> 4 days / week	<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F	\$175.50
<input type="checkbox"/> 3 days / week	<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F	\$157.50
<input type="checkbox"/> 2 days / week	<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F	\$ 113.50
<input type="checkbox"/> 1 day / week	<input type="checkbox"/> M <input type="checkbox"/> T <input type="checkbox"/> W <input type="checkbox"/> Th <input type="checkbox"/> F	\$ 60.75
<input type="checkbox"/> Occasional User	(no enrollment fee required)	\$ 21.00 per day maximum

\* A multi-child discount of 10% is reflected for the 2<sup>nd</sup> and additional children except for the occasional attendees.

**Payment Options:**

I authorize Whitefield Academy to access funds using ACH from my bank account at the monthly rate of \$ \_\_\_\_\_ to be withdrawn on the 5th of each month for:

- Sep    Oct    Nov    Dec (1<sup>st</sup> semester)  
 Jan    Feb    Mar    Apr (2<sup>nd</sup> semester)

and to debit my account \$25 for the enrollment fee and for any late fees. (attach voided check or  use bank numbers on file)

Do not debit my account for the enrollment fee, I am paying by check# \_\_\_\_\_

Do not debit my account, attached is my full payment including enrollment fee for the  semester  year for \$ \_\_\_\_\_

\_\_\_\_\_  
Parent Signature(s)

\_\_\_\_\_  
Date

## Whitefield Academy Aftercare Program

Whitefield Academy has designed an Aftercare Program to provide flexibility for parents, teachers and staff who need to extend their child's day at Whitefield on an ongoing basis. The program is open to students in grades PreK-6 and will provide a safe, loving and nurturing environment for your student. Students enrolled in the program will remain in the lunch room as other students are dismissed to go home; beginning at 3:30 will enjoy snack time (snacks provided), recreation or game time, and time for quiet reading and homework.

Enrolling in the program is a commitment to the service for at least one semester. Payment is required on a monthly basis. Please note that there is no aftercare provided on days we do not have school.

Enrollment Fee: \$25 per year to receive the discounted rates (to be paid at time of enrollment)  
Occasional User Fee: \$1 per minute up to a maximum of \$21 per day per student (no enrollment fee)

### Frequently Asked Questions

*What are the hours?*

Aftercare runs from 3:15 pm – 5:30 pm.

*When does the program operate?*

Aftercare is open every day that school is in session and the school day ends at the regular time. Aftercare is closed if there is no school scheduled, school is in session a partial day or if school is dismissed early for any reason, including snow days.

*Who can attend?*

Aftercare is open for any Pre-Kindergarten through 6<sup>th</sup> grade Whitefield Academy student.

*What if I only need aftercare occasionally (i.e. one or two days a month or I am late picking my child up from school)?*

Although you do not need to enroll your child in the program; please email our Program Manager at [aftercare@whitefieldacademy.org](mailto:aftercare@whitefieldacademy.org) or call 913.907.7397 when you need to use the service. Completion of the enrollment form prior to use provides our Program Manager with your contact information and student allergy information. Your account will be charged the Occasional User fee as stated above.

*What if my child needs to stay after school due to a scheduled parent teacher conference or meeting?*

Please complete a Parent Teacher Conference Aftercare Use Reservation form at least one school day prior to your meeting date so that we can provide adequate staffing and snack. There is no charge for Aftercare use for scheduled parent teacher conferences with a reservation. A donation to the program for your child's use is appreciated.

*When do I pay?*

Charges are to be paid via our ACH program for enrolled Aftercare program participants. Complete the payment option section on the enrollment form designating the amount to be withdrawn. If you would like us to use a different bank than what we have on file for your tuition agreement, provide a voided check to that institution. All (enrolled and occasional use) charges for Aftercare use will be posted to your Renweb account. Payment is due within 30 days of the posted charge.

*Do I receive credit for "unused" days?*

No credit is given for days in which a student does not attend as our staffing has already been scheduled and costs incurred.

*Are there other charges?*

The following charges may apply in the described circumstance:

Late Pickup (after 5:30pm)	\$1.00 per minute to be charged to account
Late Payment	\$10.00 to be paid the day of late payment

*Who can pick up my child?*

Whitefield will only release children to specified adults that are listed on the student's Transportation Pick Up page through RenWeb. A number will be assigned to each authorized pick up user and is necessary to pick up the child. If you add an authorized user to your Renweb account you will need to notify the Program Manager to receive the assigned number.

*What are the pick-up procedures?*

Normally, parents will enter the cafeteria to sign out their children when picking them up. Sign out is electronic and requires assigned number.

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*We are pleased to offer this program for Whitefield families. We welcome suggestions to improve our program. If you would like additional information about the program, please contact the Program Manager at 913.907.7397 or the school office 816.444.3567.*