

PCCS Extended Day Consent Form

1. I agree to record the time and my signature on the attendance sheet each time I drop off and/or pick up my child.
2. I confirm that my child is in good health and able to participate in child care activities, unless otherwise indicated on the Child Information Form.
3. I agree to follow rules and procedures outlined in the Parent Handbook. The handbook is posted on the Extended Day page of the PCCS website (pccsk12.com). If I cannot access it online, I may request a copy from the office.
4. I agree to call the child care site to inform the staff whenever my child will be absent. If I am on a flex schedule, I agree to give the site staff a schedule of attendance at least one week in advance.
5. I understand that snack will be offered daily and, unless I specify in writing otherwise, he/she may eat those snacks. I understand that if my child has allergies, I will provide their own snacks from home.
6. I understand that the child care site room may be "nut free". I will follow the guidelines of the "no-nut" policy in the district when sending lunch or other food items with my child.
7. I agree to assume full responsibility for any damage to person or property caused by my child.
8. I agree that if it is determined that my child needs emergency medical or dental treatment; I will be responsible for any such treatment deemed necessary by a physician or dentist.
9. I further agree that if the behavior or health of my child should make it necessary to send him/her home, I, or an emergency contact person, will immediately pick up my child from child care.
10. I understand that if my child has a persistent pattern of negative behavior, and interventions have not been successful, I may be asked to remove my child from the Extended Day program.
11. I understand that I must pay a late fee of \$5.00 per minute, per child, up to 10 minutes after 6:00 p.m. and \$3.00 per minute, per child, after 6:10 p.m. for every minute I am late in picking up my child/children. I understand the site clock is used to determine the time and a chronic offender may be disenrolled from the program.
12. I understand child care payments are due on **the 15th of the month**. I agree to make those payments on time and understand that a **late fee of \$25.00** will be assessed for payments received after the 20th of the month. After 30 days of nonpayment, it will result in my child being disenrolled.
13. I understand the Extended Day program is not responsible for item brought to the program (toys, electronic items, clothing, cell phones, etc.) The district will not reimburse for lost, damaged or stolen items.
14. I understand that if my child brings a cell phone to school, my child will follow the district policy regarding cell phone use. Cell phones may not be used and will remain off and in their backpack during program hours. The district is not responsible for lost, damaged or stolen cell phones.
15. I agree to give two weeks advance notice when withdrawing my child from the program. I understand I am responsible for paying accrued fees until notice is given to the Extended Day office and my withdrawal has gone into effect.
16. Because Extended Day guarantees appropriate staffing and snacks regardless of whether or not my child attends scheduled days, I agree to pay for reserved sessions for which my child may be absent due to illness, vacations, and school field trips or any other reason.
17. A licensing notebook with licensing inspection reports conducted after May 27, 2010 is available for review at each site and in the Extended Day Office. Inspection reports for the past two years are available on the Bureau of Children and Adult Licensing website at www.michigan.gov/michildcare.
18. I have read, understood and agreed to all of the above.

Signature of Parent/Guardian: _____ Date: _____

Child/Children's Names (PRINT) _____ School: _____