



Before and After School Registration Form

CHILD'S NAME: _____ GRADE: _____

PARENT(S)/GUARDIAN(S)
NAMES: _____

MAILING
ADDRESS: _____

Street
Address: _____

NAME & PHONE# OF 2 EMERGENCY CONTACTS:

1. _____ * Pickup: yes No

2. _____ * Pickup: yes No

Pickup Authorization: List contacts who your child may be released to.

1. _____
2. _____
3. _____
4. _____
5. _____

PERSON RESPONSIBLE FOR

PAYMENT: _____

I/We the parents of the above named child(ren) hereby give my/our approval for their participation in any and all of the activities of Wilson Preparatory Academy before and after school program. I/We assume all risks and hazards incidental to the conduct of the activities. I/We hereby waive all claims against Wilson Preparatory Academy in case of injury to my child(ren).

Signature: _____ Date: _____

Wilson Preparatory Academy offers a Before School Program (BSP) and an After School Program, which provides safe and affordable child care to parents.

Dates: The program begins on the first day of school and continues for the time that the children are enrolled in school.

Hours:

The BSP operates at Wilson Preparatory Academy from 7:30-8:30 a.m. The program runs Monday through Friday. **The program is closed on holidays, teacher workdays, and inclement weather days.**

The ASC (After School Program) operates from 3:30-6:00 pm. The ASC program runs from Monday through Friday. **The program will be closed on early release days, holidays, and inclement weather days.**

Fees:

Registration Fee: \$10 per child, per program

BSC Weekly Rate: \$8 per child

ASC Weekly Rate: \$35 for first child in family \$30 for each additional child

Late Payment: A \$5 fee will be charged for any late tuition payment

ASC Late Pickup: The following fees will be charged on a daily basis: 6:01 - 6:15 p.m. \$5

NOTE: The tuition for a **three-day week** is full charge. However, there is no charge for a two-day school calendar week and no additional charge for a teacher workday (10.5 hours).

RETURNED CHECK POLICY

A \$25 fee will be charged for any returned check. A second returned check will result in all future payments being made in money orders. Any returned check that is not paid within one week from the returned check notice date will be forwarded to our collection agency.

PAYMENT PROCEDURES - (Check/Money Order Only)

Monthly: by the **first school day of each month**

Weekly: by the **first school day of each week**

(If payment is not received at this time, a late fee of \$5 will be assessed. Services will be suspended if total payment is not made by Friday. Credit will not be extended.)

NOTE: Make all checks and money orders payable to Wilson Preparatory Academy.

***Tuition and registration fees are non-refundable**

IRS STATEMENTS

- Parents should keep a record of their checks as an accurate account of their child-care expenses. WPA Tax ID number is: 46-4558935