

2019-20

Daycare/Pre-K



Registration Paid (\$45) _____

Field Trip Fee Paid (\$30) _____

332 Spencerport Road Rochester, NY 14606 (585)247-8620 Fax: (585)429-7913 Email: daycare@northstarchristian.info

Child's First Name _____ Last Name _____ DOB: _____

Sex: M F Age: _____ Pre-K only - M-W-F 9-11:30am

Start Date _____ Daycare - M T W TH F (circle the days attending)

Weekly:\$ _____ Monthly:\$ _____ Time In: _____ Time Out: _____

Our Preschool program from 9-11:30 a.m. runs on the school calendar and the Daycare programs run on a year round calendar.

Parent/Guardian 1

Parent/Guardian 2

Name: _____
Street: _____
Town/State _____
Zip: _____
Email : _____
Employer: _____
Phone: H C
W ext.

Name: _____
Street : _____
Town/State _____
Zip: _____
Email: _____
Employer: _____
Phone: H C
W ext.

Child lives with (circle): Both Parents Parent/Guardian 1 Parent/Guardian 2 Other: _____

Dr. Name & # _____ Allergies: _____

Emergency Contacts-authorized for pickup other than the parents.

Name: _____ H/C #: _____ Work#: _____ Relationship to child: _____

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Non Authorized Pick up (Court Document Required) _____ Dated: _____

Northstar Christian Academy Daycare and Preschool will ask to see a photo ID for ANY individual that a staff member does not know. Please inform any of the above individuals to be prepared to present his/her ID. Children must be escorted to and from the daycare and must be signed in and out with the responsible parties name.

____ I hereby give permission for my child to be photographed for use in such things as photo albums, public displays, and/or on the daycare website/facebook. Names are not disclosed.

____ I understand that any changes for registered children require a two-week notice, in writing. This includes children leaving our program or children changing hours of attendance while in our program. This does NOT include vacations. You are still responsible for payment vacation weeks.

We are required to provide adequate staffing on all the days your child is expected to attend.

____ I understand that a late pick up fee of \$10.00 for every 10 minutes after closing per child. This fee is to be paid upon pick up. I understand that the center clock is the time that is logged at arrival and departure time and the staff will document on the sign in and out if my written time differs from the facility clock.

____ I understand payment is due each FRIDAY, prior to service. There is a \$25.00 fee for any returned checks. All returned checks are required to be settled no later than the Friday of the week of notification. We do not accept checks from out of the area.

____ I have read and reviewed the Parent Handbook and all NCA Daycare and Preschool Policies and Procedures which are available on the daycare website (www.northstardaycare.com). I understand and agree to follow and abide by all such policies. I am aware that a copy of these procedures is available for review at my child's program site, and the daycare office during normal business hours. Policies and Procedures are subject to change with written notification to parents.

____ Children in our program need to be toilet trained and self-sufficient in the toileting area. Please provide extra clothing in the event your child has an accident. We can assist your child, but they must be able to dress and undress themselves and be able to meet their personal needs.

____ I hereby agree to accept full responsibility for fees and tuition for my child(ren) to attend Northstar Christian Academy childcare programs. Weekly or monthly payment are required in order for your child(ren) to attend. **You are responsible for noted holidays that the daycare is closed as well, with the exception of shut down week in July.** Notification of vacation is appreciated, however you are obligated to all childcare fees during your child absence.

In the event that I default on the above agreement and do not make a payment, my child's enrollment will be terminated and I will be responsible for the cost of collection at that time.

Parent/Guardian 1

Parent/Guardian 2

Date

Date

Northstar Christian Academy Daycare, a ministry of First Bible Baptist Church (FBBC), 990 Manitou Road, Hilton, NY admits students of any race, color, national or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students in the daycare programs. NCAD nor FBBC do not discriminate on the basis of race, color, national or ethnic origin in the administration of its educational policies or other school ad-