



Enrollment Application

This box to be filled out by School's Out Staff:

Rec Center Member: Yes No

Days in Attendance: Monday Tuesday Wednesday Thursday Friday

Date of Admission: _____

Date of Discharge: _____

BASIC INFORMATION:

Child's Name _____ Male _____ Female _____

Address _____ City _____ State _____

Best Contact Phone # _____

Birth Date _____ Grade _____ School Attending _____

IDENTIFICATION INFORMATION:

Mother's Name _____

Home Address _____ City _____ State _____

Primary Phone _____

Place of Employment _____

Work Address _____ Work Phone _____

Typical Work Hours/ Times _____

Is Mother Authorized to Pick Up Child? Yes No

Father's Name _____

Home Address _____ City _____ State _____

Primary Phone _____

Place of Employment _____

Work Address _____ Work Phone _____

Typical Work Hours/ Times _____

Is Father Authorized to Pick Up Child? Yes No

Step-Mother's Name _____

Home Address _____ City _____ State _____

Primary Phone _____

Place of Employment _____

Work Address _____ Work Phone _____

Typical Work Hours/ Times _____

Is Step-Mother Authorized to Pick Up Child? Yes No

Step Father's Name _____

Home Address _____ City _____ State _____

Primary Phone _____

Place of Employment _____

Work Address _____ Work Phone _____

Typical Work Hours/ Times _____

Is Step Father Authorized to Pick Up Child? Yes No

EMERGENCY CONTACTS:

Primary Physician _____

Clinic/Hospital _____

Address _____ Phone _____

EMERGENCY CONTACTS OTHER THAN PARENTS OR DOCTOR (IN IMMEDIATE AREA):

Name _____ Relationship _____

Address _____ Phone _____

Authorized to Pick up Child? Yes No

Name _____ Relationship _____

Address _____ Phone _____

Authorized to Pick up Child? Yes No

ALL PERSONS AUTHORIZED TO TAKE CHILD:

Name _____ Relationship _____

Address _____ City _____ State _____

Primary Phone _____ Work Phone _____

Name _____ Relationship _____

Address _____ City _____ State _____

Primary Phone _____ Work Phone _____

Name _____ Relationship _____

Address _____ City _____ State _____

Primary Phone _____ Work Phone _____

Name _____ Relationship _____

Address _____ City _____ State _____

Primary Phone _____ Work Phone _____

GENERAL QUESTIONS:

DOES CHILD PRESENTLY HAVE ANY DISABILITIES, ALLERGIES, OR OTHER LIMITATIONS? Yes No

Explain _____

DOES CHILD PRESENTLY TAKE ANY MEDICATIONS? Yes No

Explain _____

HAS A SPECIAL DIET BEEN RECOMMENDED FOR THE CHILD? Yes No

Explain _____

DOES THE CHILD PLAY BEST WITH CHILDREN HIS/HER OWN AGE, YOUNGER, OR OLDER?

Explain _____

HOW DOES CHILD SHOW THAT HE/SHE IS PLEASED?

Explain _____

HOW DOES CHILD SHOW THAT HE/SHE IS ANGRY?

Explain _____

DOES CHILD HAVE ANY SPECIAL FEARS? Yes No

Explain _____

WHAT METHOD OF DISCIPLINE IS MOST EFFECTIVE WITH YOUR CHILD?

WHAT DOES HE/SHE MOST LIKE DOING?

WHAT DOES HE/SHE LEAST LIKE DOING?

WHAT IS MOST DIFFICULT FOR YOUR CHILD?

HOW WOULD YOU LIKE FOR US TO HELP YOUR CHILD?

IS THERE ANYTHING ELSE WE SHOULD BE AWARE OF REGARDING YOUR CHILD'S DEVELOPMENT, MEDICAL CONCERNS, OR HABITS?

GENERAL CONSENTS:

PICK-UP CONSENT

I give my consent for my child to be picked up by the Rec Center at his/her school and transported to The Rec Center.

Initials: _____

EMERGENCY FIRST AID CONSENT

I give my consent for emergency first aid to be administered to my child by a staff member certified in first aid.

Initials: _____

EMERGENCY FIRST AID CONSENT

In case of sickness or accident, I expect that I will be contacted. However, if I cannot be reached, I the undersigned, hereby give my consent for the attending The Rec Center staff member to provide emergency care and/or treatment for my child through a clinic, a hospital or private doctor. I give my express consent for x-rays, if the attending physician feels it is advisable or necessary. I also agree to pay all costs secured or authorized under this consent. (This agreement shall continue as long as my child is enrolled in the School's Out program.

Initials: _____

GUIDANCE & DISCIPLINE POLICY

I have read and understand the School's Out program Rules and Discipline policies in the Parent Handbook and have received a separate copy of the Rec Center School's Out program rules.

Signature: _____ Date: _____

FIELD TRIPS & EXCURSIONS PERMISSION

I authorize The Rec Center staff to take my child on walking trips, special excursions, and to nearby public facilities. I also authorize the child to ride as a passenger in a vehicle chartered by The Rec Center for special field trips. I understand all such trips are under the supervision of The Rec Center staff and that health and safety precautions are taken in compliance with the Department of Children and Family Service standards for licensing.

Initials: _____

PHOTO RELEASE

I give permission for my child to be involved in any publicity or press releases for the School's Out program. This includes photographs and interviews.

Initials: _____

CONSENT FOR PHYSICAL ACTIVITY

I give permission for my child to participate in any and all physical activities offered through the School's Out program. These activities could include, but are not limited to, team sports such as basketball, soccer, tee-ball, group games, floor hockey, aerobics, running, tumbling, and gymnastics.

Initials: _____

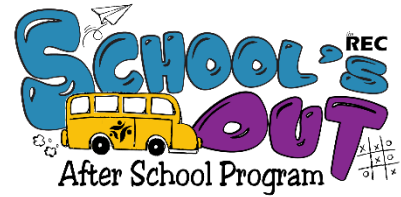
PAYMENT OF FEES

I understand that all School's Out program payments are due in advance. I understand that no payment amount may be credited to later weeks because of child's absence. The School's Out program fees do not cover institute days or holiday Rec Center programs. I must register my child for these all day programs and pay the associated fees separately.

Initials: _____

APPLICATION FORM ON REVERSE

PLEASE COMPLETE AND RETURN



For Parents of Participants

SCHOOL'S OUT PRICING EXPLANATION

Regular Weekly Charges for School's Out are as follows:

Rec Members - \$35 per week (\$7 per child, per day)

Non-Members - \$45 per week (\$9 per child, per day)

Multi-Child Discount – For every additional child registered a \$5 discount will be applied. *Members Only

This pricing is for a regular 2:45 – 5:30 pm day

However, there are several days that will alter this typical pricing, and this will be reflected in your weekly draft fees.

11:30 Dismissal Days

All School's Out participants will be charged an additional \$5 (on top of the regular \$7 or \$9 fee per day), to cover the additional costs created by the extra hours (11:30 am – 2:45 pm) that we will be watching your child.

2:30 Dismissal Days

These days will be treated like every other regular day. We will not charge anything different for just an extra 30 minutes to an hour of care.

Holiday Programs

These are special days in which area schools plan to be closed, and The Rec offers a full day of childcare (7:00 am – 5:30 pm). **Holiday Programs have their own separate pricing which must be pre-registered and paid for by either cash, check or credit/ debit card.** There is NO SCHOOL'S OUT CHARGE applied to your weekly draft fees for these Holiday Program days.

Rec Members - \$25 per Holiday Program

Non-Members - \$30 per Holiday Program

School's Out Participants - \$15 per Holiday Program

National Holidays

These are all your major, recognized holidays throughout the week. There is NO CHARGE applied to your weekly fee for these days when The Rec is closed.

No Program Days

These are days immediately following or preceding a major holiday in which past records show us that there has never been enough participant income to sustain our overhead costs. We have chosen not to have any kind of program on these days, i.e., Black Friday, and the day after Christmas. NO CHARGE will be applied to your weekly draft fee.



SCHOOL'S OUT BUS FORM

Parent/ Guardian: Please complete and turn in to School

To the Principal of _____
(name of school)

My child, _____, is enrolled in the School's Out Program at The Rec Center and has my permission to ride the bus provided by Ball Transportation to the Rec Center after school every day beginning the week of _____.

Children who miss the bus are asked to go to the School Office. Please contact the School's Out Program at (217) 466-9622 to let us know the situation, and then make arrangements to provide transportation for your child.

Tear off bottom copy and give to school.

School's Out Copy



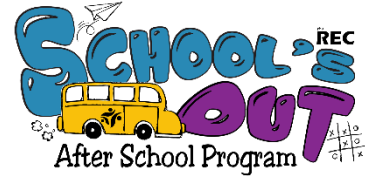
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School's Out Cancellation Form

Child Last Name Middle Initial		First Name	
Street			
City	State	Zip	Home Phone
Last day in program		Financial Institution	
Reason for cancellation			

Signature of Parent or Guardian

Date

Signature of Staff Receiving Cancellation Information

Date



To Parents of School's Out Participants:

All payments will be made through EFT (electronic funds transfer) via a credit or debit card. Payments toward the School's Out program will be transferred on Mondays, and payments will be drafted for the entire previous week. For a typical week, Rec Members will be charged \$35, and Non-Members will be charged \$45. Special time dismissal days will slightly modify the price (see handbook).

Special Holiday Programs will need to be paid UPON REGISTRATION at the front desk with no exceptions. Your payment will reserve your spot for the day. Payments for Holiday Programs can be made with cash, check, or credit/debit card. Payment may not be made with an automatic draft from Rec membership account information.

Authorization Agreement for Electronic Fund Transfer

I hereby authorize the Rec Center to initiate electronic fund entries to the account below from the Financial Institution named below to debit my account.

_____ Credit Card _____ Checking Account _____ Savings Account

Financial Institution: _____

City, State: _____

Routing/ Transit Number: _____

Account Number: _____

Expiration: _____

Name on Card: _____ **3 Digit Code:** _____

This authorization remains in effect until the School's Out program is officially over, or until the Rec Center has received notification indicating a desire to discontinue participation in the School's Out program.

Authorized Signature: _____ Date: _____

Program Participant(s): _____

Parent/ Guardian Name: _____

I understand that this is a continuous fee. I understand that I will be drafted weekly until the program has officially ended, or I have signed a cancellation form to terminate my child's participation in the program, whichever comes first. Multiple missed payments (EFT returns or Credit Card declines) will result in the removal of my child/ children from the program.

Parent/ Guardian Initials: _____

Should any payment deduction not be honored by my bank for any reason, I realize that I am still responsible for the scheduled payments, plus any service fees charged by my bank or third-party collection agencies. I understand that it is my responsibility to notify the Rec Center in writing should I change my financial institution and/ or account at any time.

Parent/ Guardian Initials: _____

I understand that if I have a balance remaining on system for whatever reason, I may not register for any other Rec Center programs or sign up for a Rec membership until this is paid.

Parent/ Guardian Initials: _____



2023-2024
School's Out Program
Weekly Charges



Below, you will find our weekly break down for pricing, for members and non-members.
 This is what you can expect to see reflected in your weekly drafts.

#	Dates	Member	Non-Member
++ 4	Aug 15 - Aug 18	\$38.00	\$46.00
5	Aug 21 - Aug 25	\$35.00	\$45.00
5	Aug 28 - Sept 1	\$35.00	\$45.00
4	Sept 5 - Sept 8	\$28.00	\$36.00
5	Sept 11 - Sept 15	\$35.00	\$45.00
5	Sept 18 - Sept 22	\$35.00	\$45.00
5	Sept 25 - Sept 29	\$35.00	\$45.00
5	Oct 2 - Oct 5	\$28.00	\$36.00
4	Oct 10 - Oct 13	\$28.00	\$36.00
5	Oct 16 - Oct 20	\$35.00	\$45.00
5	Oct 23 - Oct 27	\$28.00	\$36.00
5	Oct 30 - Nov 3	\$35.00	\$45.00
3	Nov 6 - 10	\$35.00	\$45.00
5	Nov 13 - Nov 17	\$35.00	\$45.00
2	Nov 20 - Nov 21	\$14.00	\$18.00
HP	Nov 22 - Nov 24	\$0.00	\$0.00
+	Nov 27 - Dec 1	\$40.00	\$50.00
5	Dec 4 - Dec 8	\$35.00	\$45.00
5	Dec 11 - Dec 15	\$35.00	\$45.00
2	Dec 18 - Dec 20	\$21.00	\$27.00
HP	Dec 21 - Dec 22	\$0.00	\$0.00
HP	Dec 25 - Dec 29	\$0.00	\$0.00
HP	Jan 1 - Jan 3	\$0.00	\$0.00

#	Dates	Member	Non-Member
2	Jan 4 - Jan 5	\$14.00	\$18.00
+ 5	Jan 8 - Jan 12	\$40.00	\$50.00
4	Jan 16 - Jan 19	\$28.00	\$36.00
5	Jan 22 - Jan 26	\$35.00	\$45.00
5	Jan 29 - Feb 2	\$35.00	\$45.00
5	Feb 5 - Feb 9	\$35.00	\$45.00
+ 5	Feb 12 - Feb 16	\$40.00	\$50.00
5	Feb 20 - Feb 23	\$28.00	\$36.00
+ 5	Feb 26 - Mar 1	\$40.00	\$50.00
5	Mar 4 - Mar 8	\$35.00	\$45.00
5	Mar 11 - Mar 15	\$35.00	\$45.00
5	Mar 18 - Mar 22	\$35.00	\$45.00
HP	Mar 25 - Mar 29	\$0.00	\$0.00
5	Apr 1 - Apr 5	\$35.00	\$45.00
5	Apr 8 - Apr 12	\$35.00	\$45.00
5	Apr 15 - Apr 19	\$35.00	\$45.00
5	Apr 22 - Apr 26	\$35.00	\$45.00
+ 5	Apr 29 - May 3	\$40.00	\$50.00
5	May 6 - May 10	\$35.00	\$45.00
5	May 13 - May 17	\$35.00	\$45.00
Emergency days 4	May 21 - May 24	\$28.00	\$36.00
HP	May 23 - May 26	\$0.00	\$0.00
Summer Camp Begins			

The last week of School's Out pricing is tentative. The final price will be calculated as the end of the school year approaches.

Please note there is a \$5 additional fee for school days with half days. + Denotes days with 11:30 dismissal.

There may also be tacked on snow days after May 20, which have not been reflected in the pricing. We will update these as they happen.

Errors may have occurred in computation among other things unforeseen. The Rec reserves the right to change or modify this at any time.

Important!

*Policies for the 2023/ 2024 School Year

Please sign and date policies indicating that you have read and understand policies.

Technology Policy



At no time will a child be allowed to make or receive calls or send or receive text messages on a personal cell phone. If you choose to send your child to the Rec with a cell phone or other electronic devices, it will be done at your own risk. Only at these times will electronic devices be used for play (NOT personal calling or texting): 6:45 - 8:00 am and 4:30 - 5:30 pm. We are not responsible for lost/ stolen personal items. **PERSONAL CELL PHONES MUST REMAIN IN THE CHILD'S BAG AT ALL TIMES.** If you need to reach your child, please call the Rec Center and speak with Staff.

Parent/ Guardian Signature

Date

Signing Kids Out of the REC



For the safety of your child/ children, this is of utmost importance! A parent or guardian must physically come into the building to sign them out of the program for that day and accompany them out of the building. There are absolutely **NO EXCEPTIONS** to this.

Parent/ Guardian Signature

Date

Cancellation Form



If for whatever reason you wish to remove your child/ children from our School's Out program, you must fill out a cancellation form, signed by School's Out staff. This will stop any bank drafts and ensure removal from the program.

Parent/ Guardian Signature

Date

Discipline Policy



We have a strict "Three Strikes & You're Out" policy. This policy will be used in regards to all behavior and discipline problems in the program. Please refer to the Handbook for more detailed information. Please sign below, stating that you have read the terms of our policy and agree to uphold to them.

Parent/ Guardian Signature

Date

School's Out is a Nut Free Zone!



School's Out at The Rec is a nut-free program. In order to protect those with food allergies, please do not send your children with any food that contains nuts in the ingredient list. Check all ingredients carefully. Thank you for helping to keep our children safe!

Parent/ Guardian Signature

Date

No Firearms!



Firearms are prohibited on the premises.

Parent/ Guardian Signature

Date

Not DCFS licensed!



The Rec facility and programs are not licensed or regulated by DCFS.

Parent/ Guardian Signature

Initials of Staff receiving this form: _____