

**W. C. Griggs Elementary Before/After School Care Program  
Registration Form/Behavior Contract  
Grades K-5<sup>th</sup>**

**Before School: 6:30-7:35 a.m.**

**After School: 3:00-6:00 p.m.**

Student Name: \_\_\_\_\_ Teacher/Grade \_\_\_\_\_

Student Name: \_\_\_\_\_ Teacher/Grade \_\_\_\_\_

Student Name: \_\_\_\_\_ Teacher/Grade \_\_\_\_\_

**Guardian Information**

Mother's Name: \_\_\_\_\_ Work# \_\_\_\_\_ Cell# \_\_\_\_\_

Father's Name: \_\_\_\_\_ Work# \_\_\_\_\_ Cell# \_\_\_\_\_

**Medical Information**

\*Allergies \*Frequent Nosebleeds \*Please state any health concern that our staff should be made aware.

\_\_\_\_\_  
\_\_\_\_\_

**Emergency Contact Persons (other than parents) (include phone numbers)**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Is student covered by medical insurance?  Yes  No Doctor's Name \_\_\_\_\_ Phone # \_\_\_\_\_

If W. C Griggs is unable to reach me, and they believe my child needs medical attention, I hereby grant my permission for them to seek medical treatment: Yes  No  (please initial)

By enrolling my student (s) in W. C. Griggs Before/After School Care Program, I agree to the following:

- Payment for services **MUST BE PAID** the Friday prior/before the week of service. Post dated checks are not accepted.
- We **do not** prorate payments due to absenteeism.
- \$5.00 late fee will be charged for non-payment. Late fees are assessed each day per child.
- Services will be terminated/stopped for non-payment.
- Service may resume when payment of outstanding balance is received.
- **Pick-up is no later than 6:00 p.m.** A \$10.00 per 10-minute increment late charge will be assessed (added) beginning at 6:00 p.m. After the 3<sup>rd</sup> late pick up your student will be dismissed from the program.
- If a student has not been picked up on time, Before/After School Care staff will call parent/emergency contacts beginning at 6:00 p.m. If a parent/emergency contact cannot be reached, Before/After School Care staff may have no other choice than to contact law enforcement for assistance.
- The MCPSS Student Code of Conduct is in effect for Before/After School Care.
- Griggs after school care is a privilege and a service we provide for our parents. Children that cannot follow the rules will be dismissed from after school care.
- **I understand that once my student accumulates 3 Parent Behavior Notices, they will be dismissed from after school care, and I will have to make alternate arrangements.**

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date