

View Royal Out of School Care Society

Checklist of Documents for the 2010 / 2011 School Year



Child's Name

Child's Grade (Sept 2010)

Indicate the Program you wish your child to be registered in:

- BEFORE SCHOOL CARE (full time)** (7:15 am to 8:42 am)
- AFTER SCHOOL CARE (full time)** (2:48 pm to 5:45 pm)
(1:48 pm to 5:45 pm on Wednesday)

* At this time, we are not offering any drop in or part time spaces. We are working closely with View Royal Elementary to secure additional space in their building. Once we have confirmed space at the School, we may be able to offer part time spaces. If you are interested in this, please advise either Catherine or Lee Ann in writing.

As we are currently waiting to hear from various vendors and funding agencies, we will post the fees for the upcoming year at a later date. This information will be passed along to you via email and posted notices at the Centre. Thank you for your patience.

All forms must be completed in full, missing forms and/or incomplete forms will not be processed.

- Completed Registration, Agreement and Consents and Emergency Contact documents
- Out Trip Information Card (along with a current photograph of your child)
- \$ 50.00 non refundable registration fee (payable by personal cheque, money order or Interac)
- Immunization records or signed waiver
- Court documents – if there are custody or restraint orders

Indicate your choice of monthly payment method (we do not accept cash or personal cheques for monthly payments)

- Interac (your September fees must be paid by August 27th, 2010 and we require 1 undated cheque made payable to View Royal Out of School Care Society, for the total amount of your monthly fees.)
- Pre Authorized Debit (Complete the authorization form from our website and attach a VOIDED cheque. Payments will begin September 1st, 2010.)

Families requiring Subsidy

- Authorization form must be received by our Office by August 15, 2010. Select one of the above options for your monthly parent portion.

For Program Use only

Date/Time Received:

Staff Signature: