

Clark Public Schools
365 Westfield Avenue
Clark, NJ 07066
732-574-9600

Child's Name: _____
Child's Address: _____
Birthday: _____ Gender: M F
Grade as of 09/01/2018: _____ School: _____
<input type="checkbox"/> Before Care: Circle Days Needed: M T W T H F
<input type="checkbox"/> After Care – 4pm: Circle Days Needed: M T W T H F
<input type="checkbox"/> After Care – 5pm: Circle Days Needed: M T W T H F
<input type="checkbox"/> After Care – 6pm: Circle Days Needed: M T W T H F
<input type="checkbox"/> Before & After Care till 6pm: M T W T H F
Start Date: _____ Total Monthly Payment: _____

<u>Parent/Guardian #1</u>	
Name: _____	Relationship to Child: _____
Address: _____ (Only if different than child's)	Email: _____
Employer: _____	Cell Phone: _____
Employer Address: _____	Work Phone: _____
_____	Home Phone: _____

<u>Parent/Guardian #2</u>	
Name: _____	Relationship to Child: _____
Address: _____ (Only if different than child's)	Email: _____
Employer: _____	Cell Phone: _____
Employer Address: _____	Work Phone: _____
_____	Home Phone: _____

Medical/Emergency Information Please give us any information which you believe will be helpful in understanding and working with your child. (e.g. diabetes, asthma, hyperactivity, allergies, other medical information, etc.)

1. Allergies: _____
2. Medication: _____
3. Dietary Restrictions: _____
4. Special Conditions: _____

EMERGENCY CONTACTS AND PICK UP AUTHORIZATIONS

Child's Name _____

Please list all persons authorized to pick up your child. In emergency situations only parent/guardian may give verbal and/or written permission for an individual, who is not on this list, to pick up child. NO exceptions will be made to this policy. This is done for the safety of your child and your cooperation is appreciated. Please make sure that the individuals on this list are aware that they may be called in an emergency to pick up your child. You are welcome to add or to delete from this list at anytime. It is assumed that the parent(s)/guardian(s) listed on page one is/are authorized to pick up. No one under the age of 18 may pick up a child from a program.

1. NAME _____

ADDRESS _____ HOME PHONE _____

CELL PHONE _____ WORK PHONE _____ RELATIONSHIP _____

2. NAME _____

ADDRESS _____ HOME PHONE _____

CELL PHONE _____ WORK PHONE _____ RELATIONSHIP _____

3. NAME _____

ADDRESS _____ HOME PHONE _____

CELL PHONE _____ WORK PHONE _____ RELATIONSHIP _____

4. NAME _____

ADDRESS _____ HOME PHONE _____

CELL PHONE _____ WORK PHONE _____ RELATIONSHIP _____

THE FOLLOWING INDIVIDUALS ARE NOT ALLOWED TO PICK UP MY CHILD:

1. NAME _____ RELATIONSHIP _____

2. NAME _____ RELATIONSHIP _____

3. NAME _____ RELATIONSHIP _____

Custody Schedule (if applicable): _____

If there is a court order restricting visitation/pickup, a copy must be provided.

NOTE: IN THE EVENT OF AN EMERGENCY, PARENTS/GUARDIANS WILL BE CONTACTED FIRST. IF NOT AVAILABLE, THE OTHER INDIVIDUALS ON EMERGENCY CONTACT LIST WILL BE CONTACTED.

Parent Agreement

****Please initial next to each agreement.****

Photo/Video Consent:

I hereby give consent for my child's picture to be taken by Child Care staff or area media personnel for occasional press releases. Initials: _____

Items:

I understand that the Clark BOE is not responsible for lost belongings. Initials: _____

Rules of Conduct:

- Demonstrate respect and kindness in your words and actions towards others
- Be considerate of each other's feelings
- No bullying
- Listen and follow directions
- Keep your hands and feet to yourself (no physical contact)
- Use all school equipment properly and respectfully
- No touching other children's belongings
- Clean up after yourself

The Clark BOE use the following procedures if the code of conduct is not followed:

1. Child will receive a verbal warning. Staff and child will discuss the incident together to ensure the child understands acceptable behavior. The staff will notify parents at pick up.
 2. Child receives another verbal warning, as well as a written follow up letter sent home. Again, parents are notified at pick-up.
 3. If another incident occurs, child may be suspended from before/after care for one to three days. Before returning to the program, parent, child, staff, must meet regarding the incident and behavior plan.
 4. If behavior continues, child will be suspended for up to one week.
 5. Continuance of the behavior may result in exclusion from the program for the remainder of the school year.
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- Note: Any action endangering one's self or other individuals will result in immediate parent pick-up and automatic one day suspension. We are a zero tolerance district with bullying, and/or any physical contact.

Parent/Guardian Signature

Date