

## West Side Aftercare Registration Form 2019-2020

Please fill out one form per child

Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Please list the names of people authorized to pick up your child from Aftercare. No one is allowed to take your child unless their name is on this list or you notify us in writing.

|             |                     |
|-------------|---------------------|
| Name: _____ | Phone Number: _____ |
| Name: _____ | Phone Number: _____ |
| Name: _____ | Phone Number: _____ |

### Forms of Payment:

West Side School Aftercare is pleased to offer MyProcure, a free online portal for you to access account information and easily pay tuition.

1. Go to MyProcure.com.
2. Enter your email address (the email you have on file with West Side School After Care) and choose Go.
3. Enter the confirmation code sent to your email, choose a password, and press Go.
4. Then you may:
  - a. View your child's schedule, account information and more.
  - b. Use the Pay button to make a payment with your card.

If you pay with a check, make it payable to WSEDC, 1201 Felta Rd., Healdsburg, CA 95448, TAX ID #30-0791722

### Aftercare Rates:

- Hourly Rate is \$8.00 for the first child.
- Family Discount is \$7.00 per additional child.
- Free and Reduced Discount (Additional Discount) is 25% per child.
- TK and K students with upper grades siblings are eligible for kinder bridge until sibling dismissal.
- The program ends promptly at 6:00pm each day. Penalty for pickup after 6:00 is \$1.00 per minute per child.
- \$35 fee for a returned check.
- Drop-In students are accepted on a daily basis if they are pre-registered, prepaid and have a written note or the parent has contacted the school or aftercare director concerning attendance.
- All accounts must be paid in full by the end of each month in order to continue participation in the aftercare program.

Student will be enrolled in aftercare on:

|   |
|---|
| Monday: _____ to _____ = _____ hours    |
| Tuesday: _____ to _____ = _____ hours   |
| Wednesday: _____ to _____ = _____ hours |
| Thursday: _____ to _____ = _____ hours  |
| Friday: _____ to _____ = _____ hours    |

Parent/Guardian Name: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**The information packet will be distributed by Leila McPhee  
the new Aftercare director after registration form is completed.**