



**CAST 21st Century Community Learning Center
Brent Elementary School
After School Registration Form
August 2019 - September 2019**

*required field

***First Name** _____

***Last Name** _____

***Date of Birth** _____

***Gender**

_____ **Male** **Female**

***Address:** _____

***City:** _____ ***State:** _____ ***Zip:** _____

County: _____ ***Phone:** _____ **Alternate phone:** _____

<p>Medical Conditions:</p>	<p>Insurance Coverage</p> <p><input type="checkbox"/> Private Insurance</p> <p><input type="checkbox"/> Medicaid</p> <p><input type="checkbox"/> State Funded Program</p> <p><input type="checkbox"/> None</p> <p><input type="checkbox"/> Other</p>	<p><input type="checkbox"/> Disabled _____</p> <p>*Eligible for Free/Reduced Lunch</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> Unknown</p>
<p>*Primary Language</p> <p><input type="checkbox"/> English</p> <p><input type="checkbox"/> Spanish</p> <p><input type="checkbox"/> Arabic</p> <p><input type="checkbox"/> Hmong</p> <p><input type="checkbox"/> Somali</p> <p><input type="checkbox"/> Karen</p> <p><input type="checkbox"/> Other _____</p>	<p>*Race : Check one or more</p> <p><input type="checkbox"/> White</p> <p><input type="checkbox"/> Black or African American</p> <p><input type="checkbox"/> Asian</p> <p><input type="checkbox"/> Native Hawaiian or Pacific Islander</p> <p><input type="checkbox"/> American Indian or Native Alaskan</p> <p><input type="checkbox"/> Some other race</p>	<p>student Hispanic or Latino?</p> <p><input type="checkbox"/> Yes, Hispanic or Latino</p> <p><input type="checkbox"/> No, not Hispanic or Latino</p>

***Date I would like my child to start CAST:** _____

***Registration Date:** _____ ***School:** _____ *** Grade:** _____

*** Education Program**

Check this box if no education program is applicable

Bilingual: Yes No Unknown

Gifted & Talented: Yes No Unknown

ESL/LEP: Yes No Unknown

Special Education: Yes No Unknown

Parent's Email Address: _____

Mother's Name _____ **Work #** _____ **Cell #** _____

Father's Name _____ Work # _____ Cell # _____

Student Lives with Mom Dad Both Parents Other: _____

**CAST 21st Century Community Learning Center
Brent Elementary School
After School Registration Form
August 2019 - September 2019**

Page 2

I would like to receive text and REMIND messages from CAST. Cell # _____

I understand I am responsible for all data and text changes.

I DO NOT want to receive text messages from CAST.

In the event of sickness CAST Staff will attempt to contact you. Please list other individuals allowed to pick up your child if you cannot be reached.

(Please list in the order you wish us to notify)

Name of Contact:	Relationship to Child:	Phone Number 1:	Phone Number 2:
1.			
2.			
3.			
4.			

.....
Please list any individuals that ARE NOT ALLOWED to check your child out.

Name of Individual	Relationship to Child:
1.	
2.	
3.	

I understand I MUST pay for the days my child is enrolled EVEN if he/she DOES NOT attend.

I understand I MUST pay \$2.00 per minute for every minute after 6:00 PM I am late.

Parent/Guardian Signature

Date

**CAST 21st Century Community Learning Center
Brent Elementary School
After School Registration Form
August 2019 - September 2019**

Page 3

Student's Name: _____ Grade: _____

Registration Fees
Registration Fee \$25.00

August 2019 - September 2019
After School Attendance Weekly Fees:
\$15.00 Full Time
Part Time Students: \$5.00/day

- Part Time Students **MUST** sign-up for specific days each week. Those days must be the same from week to week. **NO** Daily Drop Ins will be accepted.
- **Weekly attendance fees must be paid at least one week in advance.** Parents who wish to pay monthly must do so one month in advance.

Weekly Calendar is

Gymnastics (at BCHS campus) \$10.00 per week

- Activity Fees and Weekly Fees are dues each Monday. If paying monthly due the first week of each month.
- Activity Fees will **NOT** be charged on the weeks CAST is not in session (Thanksgiving, Christmas, and Spring Break)

_____ will attend the CAST Program on:
(Student's Name) (Check all days of attendance)

__ Monday	__ Tuesday	__ Wednesday	__ Thursday	__ Friday
BES Campus: Spark PE Tech Lab (Math) Homework Help Gymnastic@BCHS	BES Campus: Art Tech Lab (Reading) Homework Help Tutoring (teacher recommendation)	BES Campus: Spark PE Tech Lab (Math) 4-H Homework Help Tutoring (teacher recommendation)	BES Campus: Cooking with CAST Tech Lab (Reading) Homework Help Tutoring (teacher recommendation)	BES Campus: Spark PE Fun Friday Activities Free Tech

(Weekly calendar is subject to change.)

(If enrolled in CAST you will be notified of any changes.)

Parent/Guardian Signature

Date

August 2019 - September 2019

Page 4

Days of Operation and Payment Guidelines

- CAST's schedule will follow the 2019-2020 Bibb County School calendar and run from 2:45 - 6:00 pm daily.
- The CAST program closes on those days recognized by the Board of Education as holidays, including teacher workdays.
- CAST will be closed on the following 2018-2019 school days: *Monday September 2, 2019 (Labor Day), Friday October 11, 2019 (BCHS Homecoming), Monday October 14, 2019 (Columbus Day), Monday November 11, 2019 (Veterans' Day), November 25 - 29, 2019 (Thanksgiving Holidays), Thursday December 19, 2019 (half day for students), Friday December 20, 2019 (half day for students), Monday December 23, 2019 - January 6, 2020 (Christmas Holidays), Monday January 20, 2020 (MLK Day), Monday February 17, 2020 (Teacher PD Day no students), March 23-27, 2020 (Spring Break), Friday April 10, 2020 (Weather Day if needed), Wednesday May 20, 2020 (half day for students), Thursday May 21, 2020 (half day for students).*
- No weekly or daily fee adjustments will be made if CAST is not in session due to a one day federal holiday or if CAST is canceled due to early dismissal, severe weather days, or BCHS homecoming.
- There will be no charge for Thanksgiving Holidays, Christmas Break or Spring Break.
- Payment is due for all days a student is ENROLLED in CAST. No discounts or refunds will be given if a student does not attend on a day he/she is enrolled.
- *A paid and completed registration form must be received by CAST personnel three (3) days prior to your student attending the CAST program.*
- All registration fees and first week's tuition MUST be paid at time of registration.
- **Weekly attendance fees must be paid at least one week in advance. Parents who wish to pay monthly must do so one month in advance.**
- **Activity Fees are due in Full the first week of each month.**
- An overdue account will result in a suspension from CAST until full payment is received.
- *CAST staff must be informed in writing and given a two week notice of any schedule or enrollment changes.*

Parent/Guardian Signature

Date

**CAST 21st Century Community Learning Center
Brent Elementary School
After School Registration Form
August 2019 - September 2019**

Page 5

Late Fee Payment Agreement

Students must be picked-up before 6:00 pm each day. A late fee of \$2.00 per minute will apply beginning at 6:01.

- The clock in the BES tech lab will be used to determine if a parent is on time.
- Any late fee of \$10.00 or more **MUST** be paid before the student will be allowed to return to CAST.
- If payment is not made by the next school day, the student's teacher will be notified and he or she will be sent home using their regular mode of transportation.
- Law Enforcement will be notified and asked to intervene if a student is left at CAST past 6:30 pm.

I understand my student must be picked-up from CAST no later than 6:00 pm each day. If I arrive later than 6:00 pm all Late Fee guidelines will be followed.

Parent/Guardian Signature

Date

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Brent Elementary School
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August 2019 - September 2019**

CAST PAST DUE PAYMENT AGREEMENT

August 2019 - September 2019

Student's Name: _____

Parent's Name: _____

2019 - 2020 Past Due Policies:

- Any student who has a past due account will be suspended from CAST until the balance of that account is paid in full.
- A parent, or the person designated by the parent, to pick-up a student with a past due account will be notified at checkout by CAST staff.
- In order for a student to participate in special activities such as field trips, his or her account must be up to date and paid in full.
- **All CAST August & September accounts must be paid in full by Monday, September 16, 2019. All CAST accounts balances on Monday, September 23, 2019 will be turned over to Bibb County's Small Claims Court.**
- A \$2.00 per minute late fee will be charged if a student is not picked-up by 6:00 PM each evening. Late fees must be paid BEFORE a student can return to CAST the following day.

I have read and understand CAST's Past Due Payment Guidelines.

Parent/Guardian's Signature

Date