

BAY HEAD SCHOOL AFTER CARE PROGRAM  
GRADES K – 8

The Bay Head School is offering an After Care Program beginning on the first day of school and continuing throughout the school year. This program is geared towards families who need a safe, supervised setting for their children. During the After Care Program, children will be able to participate in supervised activities that will include homework time, games, movies, outdoor play, etc., while under the supervision of a certified staff member.

**Hours of Operation:** 2:30 – 5:30 p.m. with the exception of 12:15 closing days prior to the holiday recess in December and the last day of school.

**Fees:** a fee of \$6.00 per hour will be charged for any part of the first hour. After the first hour, half hour rates will apply.

**Payments:** Participants will receive monthly bills from the board office in the child's Friday folder, payments in the form of a check made payable to Bay Head Board of Education, can be returned via the Friday Folder on Monday or you may hand-deliver your payment to the After Care professional. Any account that is two weeks past due will result in the student being excluded from the program until full payment is made.

**Staff:** The program will be staffed by Board of Education approved certified teachers. Additional staff may be placed as needed by the Principal to ensure that children are under certified supervision. The staff will be responsible for developing a daily schedule of activities.

**Discipline:** Students are expected to follow all school rules of conduct established during the regular school day. Inappropriate behavior may lead to exclusion from the program.

**Transportation:** Parents/guardians are responsible for having their child picked up at the After Care site **by 5:30 p.m.** *Failure to comply with this schedule will result in the exclusion of the child from the program.*

**Snack:** Students are to bring a snack each day.

**Facilities:** The Bay Head School District will provide a designated pickup site. The use of the school library, classrooms, the multi-purpose room, playground, and fields will be coordinated by the After Care staff as needed.

**Equipment:** The Bay Head School will provide the necessary supplies and equipment needed for the program.

**Movies:** On inclement weather days, students will remain inside and may watch movies. Some of these movies are Pixar and/or Disney movies that are rated PG. Parental permission must be given for your child to watch PG movies. A list of movies can be given upon request. Please see the attached form.

**Bay Head School After Care Program  
Enrollment and Emergency Information**

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Medical information the after care staff should know:

---

---

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Medical information the after care staff should know:

---

---

Child's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Medical information the after care staff should know:

---

---

Parent/Person responsible for picking up child/children:

---

Home phone # \_\_\_\_\_ Cell# \_\_\_\_\_

Work phone# \_\_\_\_\_ Alt# \_\_\_\_\_

List **ALL** individuals that you authorize to pick up your child/children.  
Please remember to add the names of those who may pick up your child for  
a play date! Staff **will not** release children to anyone whom you have not  
authorized.

Name: \_\_\_\_\_ phone# \_\_\_\_\_

Name: \_\_\_\_\_ phone# \_\_\_\_\_

Name: \_\_\_\_\_ phone# \_\_\_\_\_

Name: \_\_\_\_\_ phone# \_\_\_\_\_

Name: \_\_\_\_\_ phone# \_\_\_\_\_

Name: \_\_\_\_\_ phone# \_\_\_\_\_

Please use back of this page for additional authorized pick-up people. Thank you.