



**WMEMS – BEFORE & AFTER SCHOOL PROGRAM
 REGISTRATION FORM FOR 2016-2017**

The Before & After School Care Program is available to all WMEMS students.

- Hours of operation are from 7:30 a.m. to 8:45 a.m. and 3:30 p.m. to 5:30 p.m. every school day. During these hours, you may contact the Before & After School Program at the following numbers:

Katherine Friesen Campus B/A phone @ 204-955-9342
Bedson B/A phone @ 204-831-9007

- Outside of these designated hours, leave a message at the school office.
- Full-time users are families who commit to using the service every school day both morning and afternoon for the entire school year. Half-time users are families who commit to using the service either in the morning or the afternoon on a regularly scheduled basis for the entire school year.
- If you are planning to use the B/A Program on a casual basis, please inform the school of your child's attendance at least 24 hours in advance if possible. (Note the different rate for drop-ins with less than 24 hours notice.)
- If your child or children are registered in the B/A Program, no refunds or credits will be issued if they are absent on one or more of the days requested.
- Please note the B/A Program is scheduled only until 5:30 p.m. each day. The B/A staff may have personal commitments that do not always allow them to stay past 5:30 p.m. Each family will be charged a late fee unless the weather makes it extremely difficult to get to the school before then. Please make every effort to ensure your child or children are picked up by 5:30 p.m. (See late fee schedule below.)

Payment of Before/After fees will be as follows:

- For families who use this service on a full-time basis or regular half-time basis, fees are payable at the beginning of each month. (either by post-dated cheque or pre-authorized debit)
- For all other participants, considered part-time or drop-in, payment will be withdrawn on the 10th of the following month. Please complete the attached pre-authorized debit form leaving the amount blank, but complete the maximum monthly amount we can withdraw from your account for child-care.

Fees – based on 183 school days	Daily rate per child	Monthly rate
Full-time use	\$7.50 per day	\$137.25
Regular half-time	\$4.75 for a.m. or p.m.	\$86.93
Part-time (with at least 24 hrs notice)	\$9.00 per day and \$4.75 for a.m. or p.m.	
Drop-in (with less than 24 hrs notice)	\$6.50 per visit (a.m. or p.m.)	
Late fees (after one warning)	\$6.00 for every 5 minutes of late time	

Please register my child/ren listed below for the Before/After School program for 2016-2017

Child's Name and Grade	Full-time (a.m. & p.m.)	Regular Part-time (a.m. and/or p.m.)	Casual (Prior notice & space availability)

Date: _____

Signature: _____

Train up a child in the way they should go, and when they are old they will not depart from it.

Proverbs 22:6