



# St. Michael School Registration Form School Year 2020-2021

Date: \_\_\_\_\_

Child Last Name	Child First Name	Grade/Preschool Session	DOB
-----------------	------------------	-------------------------	-----

School Child Attends:  
 St. Michael School \_\_\_\_\_ Grand Ledge Public School \_\_\_\_\_

Party(s) responsible for payment
Mother/Guardian Name
Address
City, State Zip
Primary phone number
E-mail (Address is used for billing information and communication purposes.)

Father/Guardian Name
Address
City, State Zip
Primary phone number
E-mail (Address is used for billing information and communication purposes.)

**Attendance Agreement**

The attendance agreement form on the reverse side of this form lists the options for attending St. Michael Childcare Center. Please review the table on the reverse side of this page for your selections. Once your plan is chosen and you have signed your agreement, you will be responsible to pay the weekly childcare fees associated with the selections you have indicated. If your child is absent one or more days in any given week due to appointment, illness, or other various reasons, your weekly childcare payment will remain the same. Please give the childcare director 2 weeks notice of any attendance agreement changes. Changes to your agreement will require a new attendance agreement form. **Parents must complete a "Change of Attendance Agreement" form before your child's attendance status will be updated.** It may take up to two weeks for all changes to be applied.

**Pre-arranged Vacation Days**

During the school year the childcare center offers 5 pre-arranged vacation days that are free of charge for each child. Parents/Guardians must make arrangements for the vacation days at least 2 weeks in advance. You will not be billed your weekly attendance fee for these pre-arranged vacation days. Vacation days may not be applied to days your child is absent due to illness.

**Holiday Closures**

The childcare center will be closed on the following holidays:

- |  |  |
|--|--|
| <b>August 31—Sept 4, 2020</b><br><b>September 7, 2020</b><br><b>November 23, 2020</b><br><b>November 26 &amp; 27, 2020</b> | <b>December 24 &amp; 25, 2020</b><br><b>December 31, 2020—January 1, 2021</b><br><b>April 2, 2021</b><br><b>May 31, 2021</b> |
|--|--|

I have selected the day(s) and session(s) my child will be attending St. Michael Childcare Center. I understand that I will be billed a minimum weekly fee equal to the selections made on the reverse side of this page.

Parent/Guardian Signature	Date
---------------------------	------

**Please return one registration form per child along with a family registration fee of \$40.00. Please fill out the attendance schedule on the back side of this page.**

**St, Michael Childcare — School Year Weekly Attendance Agreement:**

Circle the day(s) in each session that your child will be attending the St. Michael Childcare Center. Any dates of attendance outside of this weekly schedule will be considered a drop-in.

*Once your attendance plan is chosen and you have signed your agreement, you will be responsible to pay the weekly childcare fees associated with the selections you have indicated. An attendance change form must be completed to adjust all schedules.*

Session description	Drop In Rate	Cost Per Session
<b>Before School- (Circle day(s) your child will attend childcare)</b> 7:00am to 8:30am  1st Child 2nd Child  Drop In Rate	\$13.00	<b>M T W TH F</b>  \$10.00 \$9.00
<b>AM Childcare- (Circle day(s) your child will attend childcare)</b> 7:00am to 12:30pm  1st Child 2nd Child  Drop In Rate	\$27.00	<b>M T W TH F</b>  \$22.00 \$21.00
<b>PM Childcare - (Circle day(s) your child will attend childcare)</b> 11:30am to 6:00pm  1st Child 2nd Child  Drop In Rate	\$29.00	<b>M T W TH F</b>  \$22.00 \$21.00
<b>After School- (Circle day(s) your child will attend childcare)</b> 3:20pm to 6:00pm  1st Child 2nd Child  Drop In Rate	\$13.00	<b>M T W TH F</b>  \$10.00 \$9.00
<b>Full Day- (Circle day(s) your child will attend childcare)</b>  1st Child 2nd Child  Drop In Rate	\$37.00	<b>M T W TH F</b>  \$32.00 \$30.00
<b>2 hour delays– Families must be registered in childcare to use this option.</b>  1st Child 2nd Child		\$12.00 \$11.00
<b>School Closure / Sign Up Days– Families must be registered in childcare to use this option</b>  Full Day (more than 5.5 hours) 1st Child 2nd Child  Half Day (less than 5.5 hours) 1st Child 2nd Child		\$32.00 \$30.00  \$22.00 \$21.00