



# After School Plus (A+) Program Registration Form

For Summer 2025 and School Year 2025-2026

Program Registration: <i>Please Check One</i>		A+ Summer Program <input type="checkbox"/>	Before CareA+ School Year Program <input type="checkbox"/>
School:			School Phone:
Check Days Attending:	M <input type="checkbox"/>	T <input type="checkbox"/>	W <input type="checkbox"/> TH <input type="checkbox"/> F <input type="checkbox"/>

	First and Last Name	Age	Sex	Birthdate	School Year 25-26 Grade
Child 1					
Child 2					
Child 3					

Language Spoken At Home:		Ethnicity (optional):	
Child Resides With:			

Parent/Guardian 1	Name:			Email:		
	Home Phone:			Cell Phone:		
	Address:					
		Street		City		Zip
	Employer/School Name:			Phone:		
	Employer/School Address:					
		Street		City		Zip
Parent/Guardian is authorized to pick-up:	Yes <input type="checkbox"/>		No <input type="checkbox"/>			

Parent/Guardian 2	Name:			Email:		
	Home Phone:			Cell Phone:		
	Address:					
		Street		City		Zip
	Employer/School Name:			Phone:		
	Employer/School Address:					
		Street		City		Zip
Parent/Guardian is authorized to pick-up:	Yes <input type="checkbox"/>		No <input type="checkbox"/>			

Please list the adult individuals, **18 years or older**, who are authorized to pick up your child(ren) from the facility, along with their phone numbers. The child(ren) will not be released to anyone not listed in the table below. **Note:** Any changes in departure authorization must be received in writing from the parent/legal guardian.

Name	Relationship to Child	Phone Number

For A+ Office Staff Only	Confirmed Eligibility Status <input type="checkbox"/>
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Signature of Site Coordinator

Date



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The After-School Plus (A+) Program is the first of its kind in the nation, offering statewide after-school services to public elementary students at affordable rates. The program addresses the 'latchkey' child problem by providing high-quality after-school care for children of working parents or legal guardians, or for children whose parent or legal guardian is engaged in job training or attending school during A+ operation hours. If your child qualifies and you wish to enroll them, please complete this registration form and return it to your child's school.

### Fee: Due Monthly

The monthly fee covers regular program activities. *The fee will be adjusted for those who qualify if acceptable supporting documentation about their income or DHS 728 Form is submitted.*

### Hours: After school - 5:30 p.m.

The program hours are from after school to 5:30 p.m. on regular school days. The program will not operate during school vacations, state holidays, weekends, Teacher Institute Day, Teachers' work day and school half days.

### Supervision: Staff to Student Ratio of 1:20

At each school, the staff will consist of a Site Coordinator and a group leader team supported by aides to maintain a staff to student ratio of 1:20. Staff recruitment may limit the number of students that a school can serve.

### Activities: A variety of scheduled activities

Children usually begin the afternoon with free play time and a snack period (children bring their own snacks from home). This period is followed by other activities including homework time, enrichment and physical fitness. Site Coordinators will have the flexibility to adapt scheduled activities to meet the conditions at your child's school.

### Eligibility: K-6 public elementary school latchkey children

Your child is considered latchkey if he/she is living with you and during the hours of A+ operations you are employed, attending school, engaged in a job training program, or working as an employee of the A+ program. A parent/legal guardian who is "self-employed" must verify their status by: a) Submitting a copy of their general excise tax license; and b) submitting a copy of one of the following: 1) income tax return for the past year including Schedule C; or 2) printed business check.

### Starting Date: Child's first full day of school

The starting date for your child is usually the first full day of school. However, the starting date of the A+ Program at your child's elementary school may depend on the after-school enrollment of at least 20 children and the ability to recruit necessary staff.

Parent/Guardian 1			Parent/Guardian 2		
Name: <input style="width: 90%;" type="text"/>			Name: <input style="width: 90%;" type="text"/>		
Marital Status: Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Widowed <input type="checkbox"/>			Marital Status: Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Widowed <input type="checkbox"/>		
Check As Appropriate			Check As Appropriate		
Working <input type="checkbox"/> Job Training <input type="checkbox"/> Attending School <input type="checkbox"/>			Working <input type="checkbox"/> Job Training <input type="checkbox"/> Attending School <input type="checkbox"/>		
Please list your current schedule below.					
	Start Time (am/pm)	End Time (am/pm)		Start Time (am/pm)	End Time (am/pm)
Monday	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	Monday	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Tuesday	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	Tuesday	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Wednesday	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	Wednesday	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Thursday	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	Thursday	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Friday	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	Friday	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

I have attached the required (paycheck stubs, letter verification of employment, self-employment documentation, official school schedule) supporting documentation to verify my employment, school, job training, or work for A+ program. All documentation must show need for care during A+ hours of operation.

I certify that I am eligible for the A+ Program because I am working, job training, and/or attending school during the hours of A+ operations. I further certify that the information I have provided on this application form is correct and I hereby authorize the HDOE and its contracted private providers to contact the appropriate parties to verify this information. **I understand that changes on this registration form must be given to the A+ Site Coordinator in writing by the parent/legal guardian. Registration in the A+ Program is pending completion of this application and approval of the Site Coordinator.**

Parent/Guardian 1 Signature	Date	Parent/Guardian 2 Signature	Date
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### Parent/Guardian's Responsibilities and Agreements

Please initial each of the following to indicate that you have read, understand, and agree with each item.

- 1. My child(ren) is not allowed to come and go freely from the A+ Program site.
- 2. My child(ren) must sign-in each day and I (or authorized adult) must sign him/her out each day.
- 3. My child(ren) will be released only to the adult(s) listed on the registration form.
- 4. I must maintain communication with the Site Coordinator/Group Leader about my child(ren) and keep him/her informed of pertinent changes.
- 5. I must notify the Site Coordinator/Group Leader of daily departure changes.
- 6. I must contact the A+ Program when my child(ren) will be absent on any of his/her scheduled days of attendance, regardless of whether he/she was absent from school. I realize this is for my child(ren)'s protection.
- 7. If a medical emergency arises, the A+ Program will first attempt to contact me. If I cannot be reached, the A+ Program will attempt to contact adults authorized by me in case of emergency, and that if no authorized adults can be reached, appropriate treatment will be secured at the nearest medical facility. If a major illness or injury is involved, my child(ren) will be transported by ambulance to a designated site and/or physician and I am financially responsible for any medical care or transportation incurred on my child(ren)'s behalf.
- 8. The A+ Program will operate from close of school to 5:30 p.m. each school day or at another designated time as determined by the site. The program will not operate during school vacations, state holidays, Teacher Institute Day, and school half-days.
- 9. Transportation to and from the A+ Program will not be provided. If my child(ren) attends an A+ Program at a school other than his/her regular school, I must make transportation arrangements and assume responsibility for getting my child(ren) to the other school.
- 10. It is my responsibility to see that my child(ren) is picked up by the designated closing time.
- 11. If my child(ren) is having problems in the program, a conference will be arranged between myself, the staff, and the Site Coordinator.
- 12. The A+ Program reserves the right to terminate A+ Program services if it is determined that placement is unsatisfactory.
- 13. If weather or other emergency forces the closing of regular school, the A+ Program will also be closed.
- 14. If my work/school schedule changes, I must notify the A+ Site Coordinator about the changes.
- 15. I am aware and authorize that my child(ren) may participate in physical development/coordination activities during A+.
- 16. I understand that my child(ren) will be given an option of alternative activities if they choose not to participate in physical development/coordination activities during A+.

### Parent/Guardian's Billing and Fee Agreements

Please initial each of the following to indicate that you have read, understand, and agree with each item.

- 1. I am responsible for monthly A+ Program tuition.
- 2. I shall pay the monthly tuition when it is due or it must be postmarked before the first school day of each month.
- 3. I must not send payments to school with my child(ren), but must bring or mail them to the A+ Program at the school.
- 4. The monthly tuition I pay for my child(ren) is a flat rate, and it does not depend on the number of days my child(ren) actually attends the program.
- 5. The A+ Program will make no refunds once tuition is paid for the month even if my child(ren) has attended only part of the month, e.g., even for one day.
- 6. I must pay a \$25.00 service charge (cash or money order) for checks that I write to the program that are returned by the bank because of insufficient funds.
- 7. I understand that the monthly A+ Program tuition is due on or before the first school day of each month. I shall pay a \$5.00 late charge per family for each school day a payment is overdue. If I do not pay the monthly tuition within the first five (5) A+ Program days of the month, it will result in my child(ren)'s immediate termination from the A+ Program on the sixth (6th) A+ Program day.
- 8. Failure to pay any outstanding fees by the end of the month shall result in my child(ren)'s termination from the program.
- 9. My child(ren) may re-enroll if I pay all outstanding fees, and a penalty fee of \$25 for reinstatement. If I have more than one child enrolled in the A+ Program, my family is penalized a flat reinstatement fee of \$25.
- 10. I will arrange for another authorized adult to pick up my child(ren) if the adult responsible for my child(ren)'s pick-up is to be late. If no other arrangements can be made, I will make every effort to call the school to notify A+ staff of my expected tardiness.
- 11. If my child(ren) is picked up late, I will pay a \$15 fee for the first 5 minutes and a \$1.00 per minute late fee per child for every minute thereafter beyond the closing time.

I understand and agree to abide by the above parent responsibilities and billing procedures provided in the A+ Parent Handbook. I understand and agree that my failure to do so may result in termination of my child(ren)'s enrollment in the A+ Program.

\_\_\_\_\_  
Parent/Guardian 1 Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian 2 Signature

\_\_\_\_\_  
Date

