

Our Lady of Grace 2025-2026 After School Application



Student Information:

Full Name: _____

Telephone Number _____

Address: _____

Age _____ Date of Birth _____

Grade in *September 2025* _____

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Mother's Information:

Name _____ Cell Phone _____ Home Phone _____

E-mail Address _____ Occupation _____

Father's Information:

Name _____ Cell Phone _____ Home Phone _____

E-mail Address _____ Occupation _____

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Emergency Information:

In case of an emergency, other than parents, whom should we contact:

Name _____ Cell Phone _____ Home Phone _____

Relationship to Student _____ Occupation _____

Name _____ Cell Phone _____ Home Phone _____

Relationship to Student _____ Occupation _____

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Sign Out Information:

*A parent or someone specifically designated by a parent must sign out all children. **In addition** to parents and emergency contacts, only those listed below will be allowed to sign out your child. Please note that this list may be extended at your request, but that request must be **done in writing**.*

Name, Relationship and Phone Number: _____

Name, Relationship and Phone Number: _____

.....
Monthly Payment Options (please check off your preference):

_____ I will pay the monthly (or daily) fee directly at the school. I understand that the payment is due on the first Friday of each month.

_____ Please bill me monthly through FACTS. I understand that the due date will be the 20th of each month.

Thank you for signing up your child for the OLG After School Program!

Signature of Parent or Guardian _____ **Date** _____

The Our Lady of Grace After School Program parent agrees to:

-Always provide the Our Lady of Grace After School staff with current personal information including changes in address, phone numbers at work and at home, and medical updates on vaccinations.

-Notify the Our Lady of Grace After School Staff **in writing** when any person other than a parent or person specifically named on the registration form will pick up your child. You may write a note to the school, or e-mail Mr. H at principal@olgschoolbronx.com

-Speak with your child about proper behavior in the Our Lady of After School Program. Disruptive behavior of any type will not be tolerated. Parents will be notified either via e-mail or a phone call regarding any improper behavior. After three behavioral incidents, your child may no longer be able to attend the OLG After School Program.

-Pay a late fee of \$2.00/minute for children that are picked up after 6:00PM. If a late fee is incurred, it must be paid in full before your child may return to the Our Lady of Grace After School Program. If a child is picked up more than 3 times after 6:00PM, they will not be able to attend the program.

All the staff members working in the After School Program at OLG work during the school day. Thank you for ensuring that they are all able to get home to their families. The program officially ends at 5:45PM and we provide a 15-minute grace period for *extenuating* circumstances.

By signing below, you agree to the above terms.

Parent Name (Print)

Date

Parent Signature

