

CHEROKEE COUNTY SCHOOL DISTRICT  
After School Program Registration Form

My child will be enrolled in the prepaid (\$8 per day) After School Program for (check one):

Full Week     Regular Individual Days (circle days)    M    T    W    TH    F     Emergency Only

**PLEASE PRINT**

Student's Name (Last First Middle Initial) \_\_\_\_\_

Male / Female \_\_\_\_\_

Date of Birth \_\_\_\_\_

Grade \_\_\_\_\_

Homeroom Teacher \_\_\_\_\_

Student's Address: \_\_\_\_\_

If your child needs special medical consideration or medication, please list (allergies, diet, medicine, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent's Name \_\_\_\_\_

Relationship \_\_\_\_\_

Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Home Phone \_\_\_\_\_

Parent's Name \_\_\_\_\_

Relationship \_\_\_\_\_

Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Home Phone \_\_\_\_\_

IN CASE OF EMERGENCY AND THE PARENT(S)/LEGAL GUARDIAN(S) LISTED ABOVE CANNOT BE REACHED, PLEASE CALL THE PERSONS LISTED BELOW. **PHOTO ID MUST BE PROVIDED AT TIME OF PICK-UP.**

Name \_\_\_\_\_

Phone # \_\_\_\_\_

Phone # \_\_\_\_\_

Phone # \_\_\_\_\_

Name \_\_\_\_\_

Phone # \_\_\_\_\_

Phone # \_\_\_\_\_

Phone # \_\_\_\_\_

NAMES OF PERSONS [OTHER THAN THE PARENT(S)/LEGAL GUARDIAN(S)] TO WHOM CHILD MAY BE RELEASED. **PHOTO ID MUST BE PROVIDED AT TIME OF PICK-UP.**

Name \_\_\_\_\_

Phone # \_\_\_\_\_

Phone # \_\_\_\_\_

Phone # \_\_\_\_\_

Name \_\_\_\_\_

Phone # \_\_\_\_\_

Phone # \_\_\_\_\_

Phone # \_\_\_\_\_

The following person(s) **MAY NOT** pick-up my child from the After School Program as per attached legal papers:

*I have read and understand the policies and procedures concerning my child's participation in ASP and will assume liability for accidents and injuries incurred during this program.*

Signature of Parent \_\_\_\_\_

Date \_\_\_\_\_

**CHEROKEE COUNTY SCHOOL DISTRICT**  
**ASP Parent Information Letter**

Welcome to our school's After-School Program! In order to ensure each family has a working description of this year's ASP program, all parents with students participating in ASP are required to read and sign the ASP Parent Information Letter.

**ENROLLMENT**

- Any elementary-aged student attending a CCSD elementary school is eligible to attend that school's ASP. This excludes half-day or special education pre-school students.
- Parents or legal guardians must register their child or children by completing a registration form and signing this notification letter (available in the school office). If there are any address/contact information changes, the parent or legal guardian of the participating student must notify ASP staff of changes.

**ATTENDANCE**

- Credits for non-participation will be issued only if one of the following exceptions applies:
  - a. the student is absent due to illness on a day pre-designated as an ASP day for the student
  - b. the student is checked out by 11:00 a.m. due to illness.
  - c. the student experiences the death of an immediate family member (parent, sibling, grandparent); or
  - d. school is closed/dismissed early due to inclement weather.
- Any student checked out of school early may not return to the school's campus that day for the purpose of attending ASP.

**PROGRAM TIMES**

- ASP begins at the time of the school's dismissal and extends until 6:00 p.m.

**FEE SCHEDULES, PAYMENTS AND REFUNDS**

- ASP is a PREPAID program.
- Schools may require parents to pre-designate and pre-pay for ASP participation by the week (e.g., "everyday", "M/W/F"). This is done for the safety of students by pre-determining staff coverage needs, as well as ensuring that students that should stay in ASP do not board the bus and go home to an unsupervised situation.
- ASP tuition is \$8 per day and must be paid by the time/weekday designated by the school. Money or notification of participation received after the designated time/weekday will cause the student to be considered as a drop-in and parents will be charged \$12 for that day.
- Checks must be made payable to the school for the exact amount and include only ASP payments. Any money over the exact amount will be credited to the student's ASP account.
- Breakfast and/or lunch money must not be included with the ASP payment.

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*Clip-out located on back of information letter.*