



Spencer East Brookfield Regional School District
 306 Main Street. Spencer, Massachusetts 01562
 Telephone (508) 885-8500
 Web: www.sebrsd.org

SUMMER CARE PROGRAM REGISTRATION FORM

Program runs from the last day of school to the first day of the new school year (*except for July 4th) at Wire Village for District-enrolled students entering 1st-6th grades. Enrollment in the program is by the month only (not the day/week) for the enrollment schedule that you have selected. A non-refundable 1 week deposit must accompany this form to secure enrollment and the remaining balance for the summer tuition is due in full by 04/30/2018 or the deposit is forfeit and student unenrolled. Credits will not be given for any days of absence, including any vacation days. There will be no as-needed or drop-in use of the program. **LUNCH IS NOT INCLUDED.** Forms/payment can be turned in to the District's Tuition-Based Program/Billing Coordinator at 306 Main St., Spencer, MA 01562.

Student's Name: _____ D.O.B. _____
 School enrolled in: _____ Last Completed Grade: _____
 Home Address: _____
 Email Address: _____ alt. email: _____
 Mother's Name: _____ Authorized to pick up? _____
 Mother's Telephone: Home: _____ Work: _____ Cell: _____
 Father's Name: _____ Authorized to pick up? _____
 Father's Telephone: Home: _____ Work: _____ Cell: _____
 Name of adult(s) student lives with: _____

Names of additional family members and persons authorized to pick up your child:

1. Name: _____
 Telephone: Home: _____ Work: _____ Cell: _____
2. Name: _____
 Telephone: Home: _____ Work: _____ Cell: _____

Person to contact in case of emergency: _____
 Address: _____
 Telephone: Home: _____ Work: _____ Cell: _____
 Relationship to Child: _____

Alternate emergency contact person: _____
 Address: _____
 Telephone: Home: _____ Work: _____ Cell: _____
 Relationship to Child: _____

PLEASE LIST ANY KNOWN ALLERGIES OR MEDICAL CONDITIONS.

Allergies: _____ Medical Conditions: _____
 Medications: _____

I agree to the terms, conditions and policies of the program.

Parent/Guardian Signature: _____ **Date:** _____

Please indicate your child's enrollment schedule for the Summer Care Program. Check all that apply:

Month(s): ___ June ___ July ___ August

Weekday(s)*: ___ Monday ___ Tuesday ___ Wednesday ___ Thursday ___ Friday

*excludes Independence Day
Cost: \$40/day

ADMIN ONLY

Registration & Payment Received: _____ (date) _____ (deposit amount) Waitlist? ___ Queue #: _____

The Spencer-East Brookfield Regional School District's Policy of non-discrimination will extend to students, staff, the general public and individuals with whom it does business; and will apply to race, color, national background, religion, sex, disability, economic status, political party, age, handicap, sexual orientation, homelessness, gender identity and other human differences.



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Discipline Guidelines Acknowledgement Form

In order for this to be a successful Summer Care Program for all students, cooperation, respect, and self-control must be our expectations for every child. When a student disrupts activities because of poor behavior, the enrichment aspect is compromised and the benefits for the other children who are well-behaved and engaged are jeopardized.

The following steps will be taken by the program staff when disruptive behavior occurs:

Intervention 1: verbal warning;

Intervention 2: written warning that must be signed by a parent and returned before the student can return to the program, and/or an emergency phone call to a parent for an immediate pick-up;

Intervention 3: 1-5 days of suspension from the program, to be determined by a Site Coordinator or Program Director based on the nature of the incident, followed by a discussion between a Site Coordinator or Director and the parent(s);

Intervention 4: dismissal from the program. This is at the discretion of the Program Director. When dismissal becomes necessary, a parent will be notified by phone, followed by written communication.

If an incident is severe, such as fighting or inflicting injury to others or him/herself, step 3 or 4 will be taken immediately.

Interventions are cumulative and may not reset. Depending on the severity and/or nature of each individual situation, disciplinary actions from prior school years may be taken into considered when making determinations for disciplinary action/dismissal.

Parents and children must read, sign and return the Discipline Guidelines acknowledgement form prior to the start of program attendance.

My child and I have read, discussed and understand the discipline guidelines for the Summer Care Program.

Student Name / Signature

Parent Name / Signature

Date