

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

Barnegat Township School District's K-8  
Before & After School Childcare Program  
2016-2017 Enrollment Form

| Child's Name | Teacher's Name | School | Grade |
|--------------|----------------|--------|-------|
|              |                |        |       |
|              |                |        |       |
|              |                |        |       |

Please return the enrollment forms to the Barnegat Township Board of Education Office  
550 Barnegat Blvd. North, Barnegat, NJ 08005

\*Your child's enrollment will be confirmed by the Before/Aftercare Program before they can begin attending. Enrollment will be completed as quickly as possible, however please allow 3 business days (excluding weekends). It cannot be the next day if transportation is required.

**Requested Start Date:** \_\_\_\_\_

**AM Before Care**

Located at Collins School – 6:00-8:45am

**Days attending (circle days):**            Monday    Tuesday    Wednesday    Thursday    Friday

**As needed:** \_\_\_\_\_ My child does not need care on specific days. I will notify when needed.

---

---

**Requested Start Date:** \_\_\_\_\_

**PM After Care**

Brackman School – 2:20-6:00pm (held at Collins School)  
Dunfee & Horbelt Schools – 3:00-6:00pm (held at the each school)  
Collins & Donahue Schools – 3:30-6:00pm (held at each school)  
Half days – from early dismissal time till 6:00pm

**Days attending (circle days):**            Monday    Tuesday    Wednesday    Thursday    Friday

**As needed:** \_\_\_\_\_ My child does not need care on specific days. I will notify when needed.

---

---

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

Parent/Guardian: (please print): \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: Mother's Cell: \_\_\_\_\_ Father's Cell: \_\_\_\_\_

Home: \_\_\_\_\_ Work: \_\_\_\_\_

Email Addresses: \_\_\_\_\_

\*\*If you need assistance or have any questions please call 609-389-0484 or email [jsidote@barnegatschools.com](mailto:jsidote@barnegatschools.com)

Please submit Emergency Contact form and Busing form at the same time as this enrollment form

**Please see Program Guidelines**

BARNEGAT BEFORE/AFTERCARE PROGRAM GUIDELINES

1. **Complete and submit the Enrollment Form, Emergency Contact Form, and the Child Care Provider Form (used for Before Care busing only) at the same time.**
2. Your child will be on the aftercare list sent to the schools every day that you have registered him/her. The daily list is sent to the school by the Program Coordinator.
3. There are **2 required steps** for you as the parent in order to use the program:
  - A). Notify the Program Coordinator via text at 609-389-0484 with any changes to your child's aftercare schedule. For example: if you add a day, change a day, if no care is needed today, or there's a different pickup person.  
**ANY CHANGE must be texted by 11:30am for your child's safety at dismissal.**
  - B). Send a note or email to the main office notifying them of the change so the Before/Aftercare Program, your child's school and teacher, and the transportation department are all on the same page. We work together for your child's safety at dismissal. If you send a note to school with your child you should have notified the Program Coordinator first to be added/removed from the list.
4. **No changes can be made to the list after 2:30pm.** If you have a change to your schedule after 2:30pm your child will be sent to aftercare and you may be picked up at their arrival to the aftercare program. Dismissal is a VERY busy time at school, and we have your child's safety in mind. You will not be charged if your child arrives to aftercare and you are there to pick them up when they arrive. If you neglect to notify the Program Coordinator of a change for that day and your child is signed in to aftercare you will be charged at least the minimum of 15 minutes care.
5. Late fees: Late pickup fee = \$1/minute/child for every minute beginning at 6:01pm  
Late payment fee = \$10 when payment is not made by invoice due date
6. ***ANY ACCOUNT OVER TWO (2) WEEKS PAST DUE WILL RESULT IN EXCLUSION FROM THE PROGRAM UNTIL THE ACCOUNT IS PAID IN FULL.***
7. If you call to check your child in/out with your Families First card it must be done daily. Please allow enough time at drop-off and arrive with enough time before 6pm to complete this every day. Time beyond 6pm will be charged.
8. All persons picking up a child must present ID to the staff of the program. If there is a change to the person who regularly picks up your child please notify the Program Coordinator and remind them to bring ID in with them to show the staff. A sibling/relative over 16 may pick up your child and a student ID is acceptable to show the staff.

\*\*If you need assistance or have any questions please call 609-389-0484  
or email [jsidote@barnegatschools.com](mailto:jsidote@barnegatschools.com)

---