

## **HFS EXTENDED DAY PROGRAM**

**EDP will commence on THURSDAY, September 9, 2009**

Hours are Monday – Friday from 2:30 p.m. to 6:00 p.m. (Half Days from 12:30p.m. to 6:00p.m.)

### **Program Information:**

1. There is no registration fee. You will automatically be billed for use at the rate of \$4.50 per hour or part thereof for first child. \$3.00 per hour for each additional child.
2. Please complete and return this form ASAP so that we have one on file regardless of your intention to use EDP regularly or not.
3. If you are not using EDP on a regular basis, you should send in a note to the teacher that day, so that your child is properly directed at dismissal time.
4. The daily routine will consist of: snack, homework and recreational activities (you may send in a change of clothes).
5. If your child misses the bus they will be sent to EDP. After 30 minutes, the standard EDP rates will be applied. If we do not have your form on file, students will only be dismissed to their parent and you must present ID at the time of pick up.
6. Pick up is at the side door (outside the Cafeteria). ID must be shown, and all children must be signed out.
7. No one under 18 can sign out a student. Please make sure you include all who are authorized to pick up your child, on the form below. We will not release students to persons not on our list.
8. The use of cell phones is not permitted during EDP. Phones should remain in their bags or back packs at all times. EDP can be reached by calling the school at 732-363-4771 x211.
9. All sports team players or participants in after school activities will be sent to EDP if not picked up after 15 mins. of the end of their practice or session; and will be billed the standard rate for EDP at that time.
10. Payments for EDP services can be sent to the school finance office in an envelope marked “EDP Payment”.
11. Financial questions concerning EDP can be directed to Zally Brownfield at ext. 202
12. All inquiries regarding the Extended Day Program should be directed to Mr. Hecht at ext. 211

***Please return the 2<sup>nd</sup> page tomorrow though school and retain the above for your records***

**EDP Information Form – Must be completed at start of school year/ one per family**

Child's name \_\_\_\_\_ class \_\_\_\_\_

Child's name \_\_\_\_\_ class \_\_\_\_\_

Child's name \_\_\_\_\_ class \_\_\_\_\_

We expect to attend the **Extended Day Program** on the following days: \_\_\_\_\_

Home Tel.#. \_\_\_\_\_

Parent Name \_\_\_\_\_ Cell # \_\_\_\_\_

Emergency # / Name \_\_\_\_\_

I will come for pick up at approx. \_\_\_\_\_

Print Parent Name \_\_\_\_\_ Signature \_\_\_\_\_

***Parent(s) or Guardians with whom child resides:***

\_\_\_\_\_  
*(Mother's Name)* *(Address)* *(Telephone)*

\_\_\_\_\_  
*(Employer)* *(Address)* *(Telephone)*

\_\_\_\_\_  
*(Father's Name)* *(Address)* *(Telephone)*

\_\_\_\_\_  
*(Employer)* *(Address)* *(Telephone)*

*The following people also have my permission to pick up my child from the Extended Day Program.  
(Must present ID when arriving for pick-up)*

<b>Name</b>	<b>Address</b>	<b>Telephone</b>
_____	_____	_____
_____	_____	_____
_____	_____	_____

***IMPORTANT: :*** *Please submit a copy of your photo ID (along with anyone else's who may regularly come to EDP) with this registration form. As is already required during regular school hours, you are required to sign students out of EDP at pick-up.*

Please alert the Extended Day Staff to any information you feel in important. The distribution of Medicine at the Extended Day Program is not permitted.

\_\_\_\_\_  
*Parent/Guardian Signature* *Date*