



9001 Westview Drive
Coral Springs, FL 33067
(954) 255-0020

Before & After Care Middle School Study Hall Afternoon Holding Room

Enrollment Packet 2016-2017

Contact Information

Cindy Brown 954 242 0699
Cindy.brown@imageschools.org

Financial/Billing Questions Contact:
Roni.prager@imageschools.org



Imagine School at Broward

Before Care _____ How many days **Date** _____

After Care _____ How many days

Mini Aftercare (pick up 4:15pm) **Password** _____

Middle School Study Hall 8:10 am- 9:15 a.m. **Allergy** _____
Middle/Elementary School Sibling _____

Before & After Care _____ How many days **(REQUIRED)** **Email 1** _____

Afternoon Holding Room (Middle School Siblings Only) **Email 2** _____

Student's Name _____ **DOB** ____/____/____ **Grade**____ **M/F** __

Student's Name _____ **DOB** ____/____/____ **Grade**____ **M/F** __

Parent 1: _____ **Parent 2:** _____

Address: _____ **City:** _____ **Zip** _____

Cell: _____ **Cell:** _____

Work: _____ **Work:** _____

Emergency Contact: _____ **Phone** _____

(Emergency Contacts do **NOT** have authorization for pick up unless their names are written below on authorized pick up list)

Emergency Contact: _____ **Phone** _____

(Emergency Contacts do **NOT** have authorization for pick up unless their names are written below on authorized pick up list)

Special Health Issues or Needs: _____

Authorized Pick-up Names; **Must show photo ID-and be over 16yrs of age**

(Student will **NOT** be released to anyone not on the list)

1) _____ **Phone** _____

2) _____ **Phone** _____



Imagine School at Broward Late Policy Agreement

For your convenience, our program is open from 7:00 am (Before Care) to 6:00 pm (After Care) Monday – Friday. Please be on time to pick up your child. Should your child be picked up later than 6:00 p.m., charges will be assessed per child.

A late fee of \$1.00 will be assessed for every minute late.

Local law enforcement may be contacted after waiting a period of 30 minutes.

Late fees are due upon picking up your child or by the next day of service. Your child will not be permitted to return to the program until balance is current.

First Offense: Verbal warning and assessment fees on account/school record.

Second Offense: Written warning of pending termination from the program and assessment fees.

Third Offense: Child will be terminated from the program and assessment fees placed on account/student record.

Lateness is excess of 30 minutes past closing (6:00 pm) **MAY** result in notification of law enforcement.

Thank you

Parent/Guardian Signature _____ Date _____

Before & After Care Parent/Guardian Contract

Child's Name _____

I understand the policies and procedures that have been outlined in the Before-care /Aftercare Handbook. I also understand that these policies are in place to ensure the safety and well-being of my child while attending the program.

I have read the rules and agree to comply with them. I have also discussed the rules of the Program with my child. I hereby acknowledge that I have completed this form to the best of my knowledge. I give permission for my child to participate fully in the Imagine School at Broward Before & After Care Program.

In addition, I/we agree to the financial obligation and terms of payment for this program and understand that all unpaid balances will result in late fees and possible termination from the program. I/we also understand any past dues balances will be applied to their student record until balances have been cleared. I/we also understand that any outstanding balance will prohibit my child from attending field trips and any extracurricular activities.

Parent Name: _____

Parent/Guardian Signature: _____ Date _____

Student's Name _____



Imagine School at Broward

Before and After Care Monthly Fees 2016-2017

based on the 10 month school cycle

Before Care 7:00 a.m.-8:10 a.m.	5 Days	3 Days	2 Days
1 Child	\$ 93.00	\$ 55.00	\$37.00
2 Children	\$147.00	\$ 90.00	\$58.00
3 Children	\$221.00	\$132.00	\$87.00

After Care 3:00 p.m – 6:00p.m.	5 Days	3 Days	2 Days
1 Child	\$221.00	\$132.00	\$ 90.00
2 Children	\$352.00	\$210.00	\$142.00
3 Children	\$525.00	\$315.00	\$210.00

Before/After Care	5 Days	3 Days	2 Days
1 Child	\$315.00	\$184.00	\$126.00
2 Children	\$499.00	\$300.00	\$200.00
3 Children	\$735.00	\$447.00	\$300.00

Mini After Care until **4:15pm** ----- \$132.00

Middle School Study Hall **8:10-9:15am** \$ 35.00

Holding Room **until 3:45pm** (middle school siblings only)..... \$35.00

No discounts will be given for absences, vacations or any circumstances beyond our control

Payments accepted: Cash, Money Order, MasterCard or Visa

*There is a \$25.00 non-refundable registration fee per child due at enrollment

*After 6:00 p.m. there is a \$1 per minute, per child late pick up fee due at pick up

****There is NO AFTERCARE ON THE LAST DAY OF SCHOOL****

Occasional before/after care and late pick-up

Before Care \$15.00 per child

After Care \$25.00 per child

Early Release Days \$35.00 per child



Imagine School at Broward

Before and After Care Monthly Payment Schedule

2016-2017

Payment Due Date. No Later than:	Session	Dates Cover the Entire Month	Late Fees Assessed
Registration & 1 st day of School	1	August	
9/5/2016	2	September	9/9/2016
10/5/2016	3	October	10/9/2016
11/5/2016	4	November	11/9/2016
12/5/2016	5	December	12/9/2016
1/5/2017	6	January	1/9/2017
2/5/2017	7	February	2/9/2017
3/5/2017	8	March	3/9/2017
4/5/2017	9	April	4/9/2017
5/5/2017	10	May	5/9/2017

All automatic payments are pulled the first Friday of each month.

There is a \$25.00 per week late fee applied to your account after the 5th of the month on all balances. If need be always have your account paid ahead but never behind. Any returned payments will result in a NSF fee of \$35.00 for ACH or \$15.00 for Credit Cards. Students will be withdrawn from the Before & After Care programs. As well as excluded from any school extra-curricular program or activity.

Attendance Changes

**** Any schedule changes or withdrawals must be made in writing 30 days prior to any changes and sent to roni.prager@imagineshools.org** initial



Before/After Care and Policies & Guidelines

1. **Before Care:** Parents **MUST** escort their child(ren) into the school and sign them in. [redacted] Initial
2. **Mandatory: Must sign your child(ren) in and out everyday.**
3. **After care pick up begins at 4:00 p.m. only –NO EXCEPTIONS,** if you need to pick your child up earlier, email their teacher if they don't respond by 2pm then contact the office at 954 255 0020 **at** 2:00 p.m. to have your child sent to car line at designated time. [redacted] Initial
4. Students must come directly to after care without making any side trips as attendance will be taken. The counselors must know which students are here and where they are at all times. (includes enrichments as well)
5. Any changes in your child(ren)'s aftercare schedule or any withdrawal must be made in writing 30 days prior to aftercare staff. [redacted] initial
6. Any previous balances for the last year's before/aftercare program must be cleared before child(ren) can attend the new school year's before and/or aftercare programs. Failure to clear balance could prevent your child(ren) in extra-curricular programs or activities. [redacted] initial
7. Homework Time starts after 4:15 p.m.
 - Please make sure your child understands that when homework time is announced that it will be their responsibility to take out their homework and start working on it. Counselors will periodically check the student's folders.
 - The counselor will be able to assist them but we are **unable to provide tutoring.**
[redacted] Initial
8. There will be \$25.00 per week assessed fee for any late payments after the 5th of each month. [redacted] Initial
 - If you are more than a 1 week late with payment, your child(ren) will be withdrawn from aftercare until payments are caught up. [redacted] initial
9. **Any child not picked up in carline by 3:30p.m. for Elementary & 4 p.m. for Middle School will be sent to aftercare.**
 - **1st Time—will be a \$25.00 per child non-refundable registration fee**
 - **2nd Time -- and any other late pick-ups will be assessed a \$20.00 per child fee late pick fee each time** [redacted] Initial
10. **BULLYING WILL NOT BE PERMITTED:** students are to follow the Student Code of Conduct in aftercare as well as during school. [redacted] Initial
11. Any student being a constant disruption and/or defiant of rules will be removed from before and/or aftercare. [redacted] Initial
12. Any questions you may contact Mrs. Cindy Brown at 954 242 0699 or billing questions contact Mrs Roni Prager at roni.prager@imageschools.org

Students Name: (Print) _____

Homeroom Teacher (Print) _____

Parent Signature: _____