



CARNCOT INDEPENDENT SCHOOL

Before- and After-School Care

Trial Programme for Term 4, 2018

Dear Parents and Caregivers

During Term 4 of this year, we will offer a before- and after-school-care programme, as recent feedback indicates that there may be sufficient demand for these options.

We have employed Natasha Print, who is an experienced provider of this type of programme, coming to us from the local 'School's Out' programme. Natasha describes herself as, "an enthusiastic, bubbly person who has a passion for providing quality education for children and ensuring a positive beginning to children's lives". She is currently enrolled in UCOL's programme for Level 5 New Zealand Diploma of Early Childhood Education, and intends continuing studying towards her Bachelor of Teaching.

To ensure that we have accurate records of exactly which children are being cared for in our programmes each day, it is imperative that parents who wish to use this service on either a regular or casual basis register on the attached form. In the case of a last minute casual booking being required, please telephone the school office prior to 2.30pm so that we can advise your child's class teacher of the arrangement for that day.

Natasha will keep attendance records, and we will invoice parents monthly according to the charges set out below.

Before-School Care Programme

Each school day, Natasha will offer supervised care for children who need to be dropped off at school prior to our regular opening time of 8.15. This will be provided in our library. The programme will be available during Term 4 from 7.45am.

7.45 Programme opens

8.15 Children move to classrooms

After-School Care Programme

Our after-school programme will offer children simple afternoon tea snack options and a chance to unwind at the end of the school day, prior to providing a 45-minute period of quiet time for homework to be completed.

3.10 Children report to the programme supervisor in the library to check in for the day. Simple, healthy afternoon tea options provided. Outdoor/indoor games and activities.

4.00 Supervised homework time. Then as homework is completed, individual quiet activity time will follow (eg reading, drawing, puzzles).

4.45 Group board games, outdoor/indoor activities offered.

5.30 Final pick up time

If you have any questions, please do not hesitate to make contact through with Andrea in the school office, or directly to Natasha on 027 816 5753.

Owen Arnst
Principal

Registration and Consent Form

ADVANCE BOOKING		
Morning – 7.45 to 8.15am	\$5.00	Includes afternoon tea
Afternoon – pick up by 4.30pm	\$12.00	
Afternoon – pick up by 5.00pm	Additional \$4.00	
Afternoon – pick up by 5.30pm	Additional \$8.00	
BOOKINGS MADE ON THE DAY		
Morning - before 8.15am	\$6.00	Includes afternoon tea
Afternoon – pick up by 4.30pm	\$15.00	
Afternoon – pick up by 5.00pm	Additional \$5.00	
Afternoon – pick up by 5.30pm	Additional \$10.00	

Personal Details.

Child Name: _____

Date of Birth: _____

Year Level: _____

Parent/Guardian Details:

2) Name: _____

Address: _____

Parent/Guardian Details:

1) Name: _____

Address: _____

Home Ph: _____

Work Ph: _____

Mobile: _____

Home Ph: _____

Work Ph: _____

Mobile: _____

Family Friend/Emergency Details:

Name: _____

Mobile: _____

Before-School Care – Regular Arrangement

Please select the days and enter drop off times in table.

Monday	Tuesday	Wednesday	Thursday	Friday

After School Care – Regular Arrangement

Please select the days and preferred pick up time.

	Monday	Tuesday	Wednesday	Thursday	Friday
4.30pm					
5.00pm					
5.30pm					

Please record any further relevant information here for casual care requirements:

Medical Details

Does your child have any of the following Medical Conditions? *Please circle*

Asthma Epilepsy Diabetes Allergies None

Other: _____

- Does your child wear a Medic Alert bracelet/necklace? **YES / NO**
- Is your child required to carry any medication? **YES / NO**
- Is your child aware of the signs and symptoms of their condition? **YES / NO**

Please Specify _____

- Has your child's condition resulted in an overnight stay in hospital? **YES / NO**
- Does your child deteriorate quickly with their condition? **YES / NO**
- Are there any particular triggers of your child's condition that we should be aware of? **YES / NO**

Please specify _____

In the event of any medical emergency the Care Supervisor will endeavour to contact a parent as soon as possible. However, appropriate emergency care may be authorized by the school if necessary. If there are concerns, or special considerations, concerning your child, please provide that information to the Care Supervisor.

Family Doctor Name: _____ **Ph:** _____

Address: _____

Parent Signature _____