



DATE: \_\_\_\_\_

Manchester City Schools  
Afterschool Journey Registration  
2020-21 21<sup>st</sup> CCLC

21<sup>st</sup> CCLC

School Site: select by shading or checking the box.	<input type="checkbox"/> Westwood Middle School		
---	---	--	--

Student Information: (each student must have a separate form)

Last Name	First Name	Middle Name	Age	Entering Grade	Date of Birth

Parent Information:

Home Address:	
Home (landline):	

Parent Name	Cell Number	Employer Name	Work Number

Authorized Pickup (person must be 18 or older)

Name	Phone Number	Relationship to child

Unauthorized to Pickup (people who are legally not allowed to pick up student—divorce, order of protection—legal forms must be on file with the school)

Name	Relationship	Name	Relationship

Medical Information:

Physician:	
Any allergies and to what?	
Other Medical problems-please list.	

\_\_\_\_\_  
Parent/guardian signature

\_\_\_\_\_  
Date

*Manchester City Schools*  
*Afterschool Journey Registration*  
2020-21 21<sup>st</sup> CCLC

<b>Student Name:</b>		<b>School:</b>	
<b>Parent Name:</b>		<b>Grade:</b>	

**Statement of Understanding and Statement of Permission**

*Please read and then initial the spaces before each statement which will indicate your understanding and agreement:*

- \_\_\_\_\_ 1. My child has permission to participate in all Afterschool Journey (21<sup>st</sup> CCLC) activities, including field trips and transportation services where applicable. I will be notified in advance and in writing of field trips and activities that involve leaving the site.
- \_\_\_\_\_ 2. I grant permission for photographs/videos to be taken which include my child to be used in media releases that benefit the Afterschool Journey program.
- \_\_\_\_\_ 3. I understand that all children enrolled in Afterschool Journey are expected to follow the rules established by the staff for the purpose of safety and smooth operation of the program. If a discipline problem occurs, I will be contacted by the Site Coordinator or Program Director. Discipline procedures to be followed:
1. Verbal warning
  2. Redirection
  3. Site coordinators notified/meeting with child and caregiver and parents notified
- Suspension from the program for one to five days can occur if the following inappropriate behavior is demonstrated:
1. Harming another child or staff member
  2. Stealing
  3. Damaging or destroying property
  4. Using foul language
  5. Being disruptive, uncontrollable, or in possession of inappropriate material

If inappropriate behavior continues, student suspension could be indefinite.

The completion of the Afterschool Journey 21<sup>st</sup> CCLC Registration Form officially places the child on a list to enroll in Journey. I will be notified as to when my child is to begin the program. It is my responsibility as the parent/guardian to update the information contained in this registration process. I have been informed that the Afterschool Journey Student and Parent Handbook may be found online. Additionally, I have read the handbook and understand the policies, procedures, and child care requirements.

Furthermore, I give the staff of Afterschool Journey permission to seek appropriate medical attention in the event of an emergency and grant treatment of my child by medical personnel if I am unable to be notified within a reasonable amount of time.

\_\_\_\_\_  
Signature of responsible party

\_\_\_\_\_  
Date