

Holy Spirit Child Development Center

2214 Lake Michigan Dr. NW, Grand Rapids, MI 49504 Melanie Francis mfrancis@hsparish.org Child Care Office: 616-453-3326 or 616-453-3332

September 5, 2017-June 8, 2018 Child Care Registration

Please complete this form and drop it off at the Child Development Center, mail it to the address listed above, or email this registration and your child's schedule to the bookkeeper, Jean Leikert at: <u>jleikert@hsparish.org</u> If you have any further questions please email the CDC Director, Melanie Francis at: <u>mfrancis@hsparish.org</u>

Child Care is available Monday through Friday from 7:00 A.M. to 6:00 P.M. Child Care rates are \$4.25 per hour per child with a one hour minimum charge per day per child, or a daily rate of \$36.00 per child.

* Grades 1 - 8 attend school from 8:15 – 3:15.

- * AM Kindergarten class attend school from 8:15 11:15.
- * PM Kindergarten class attend school from 12:15 3:15.
- * Young Five's class attend school from 12:15 3:15.
- * Preschool for 3 year olds T/Th class attend school from 8:30 11:00.
- * Preschool for 4 year olds MWF AM class attend school from 8.30 11.00 and MWF PM class attend from 12:30-3:00

Name	_Grade
Name	Grade
Name	_Grade
Name	Grade

Email address for Child Care statements: _____

Please fill in times and be as **specific** as possible with days & times for their regular weekly schedule (for example: M, W,

F 7:30 am - 8:15 am, 3:15 - 5:30 pm T, TH: not needed). If your schedule varies week to week, feel free to attach a

monthly calendar to the back of this form. Date your child/ren will begin Child Care:

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	Monday:	
	Tuesday:	
	Wednesday:	
	Thursday:	
	Friday:	
Parent signature:		Date:
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*PLEASE NOTE: <u>All necessary paperwork MUST be completed and returned BEFORE your child</u> can attend child care for the 2017-2018 school year.

Paperwork includes: Registration, Child Information Record, Verification of Lic. Notebook/Food Agreement Form, Wellness Form, Permission for Daily Field Trip, *<u>Health Appraisal (Preschoolers only)</u>, *Sibling Release Form (Only if child had older siblings in main school they could be released to)