

Franklin County School System
Extended School Program Registration Form

1.802.4 – Administrative Procedure

Fee Paid: _____ Date Paid: _____ Received By: _____ Check #: _____

Date of Admission:	School:	
Child's Full Name:	Grade:	Age:
Name Child Prefers to be Called:	Date of Birth:	
Mother's Name:	Father's Name:	
Mother's Address:	Father's Address:	
Home Phone:	Home Phone:	
Work Phone:	Work Phone:	
Cell Phone:	Cell Phone:	
Place of Employment and address:	Place of Employment and address:	

Transportation Information:

To ensure the safety of your child, please list other adults to whom your child may be released or adults authorized to provide transportation for your child.

Name	Relationship	Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please list any adult who is **NOT AUTHORIZED** to pick up your child

Other Information:

Are immunizations current? Yes ___ No ___

Please list any allergies or medical conditions of which the ESP staff should be aware:

Name of Physician:

Phone Number:

Address:

Does your child have any behavior issues or disabilities that the ESP staff should be made aware?
 Please provide an Explanation on the bottom of this Registration Form.

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Not all ESP sites may be open for the school year. An ESP site must enroll and maintain a minimum of 12 children in attendance each day. The ESP sites that receive the minimum enrollment and daily attendance (12) by the August 6 deadline will open beginning Monday, August 9, 2021. This minimum enrollment and attendance must be maintained for the ESP Site to remain open. The ESP Site Director will notify parents which ESP sites received the minimum requirements for enrollment & daily attendance and will open on Monday, August 9 for the 2021-2022 school year. If an ESP site's daily attendance drops below 12 for a period, the ESP Site Director will give one week notice to parents before closure.

Please select the days your child will be attending the ESP Program. We must know the days you will need services in order to meet guidelines on the number of ESP staff required. Please note that payment will be due for the days you select on the Friday prior to the week of childcare service. And for the days your child is enrolled you must make payment even if your child does not attend. Hours of operation: 3:00 PM – 6:00 PM Afternoon sessions & 7:00 AM – 6:00 PM Full day sessions. Morning/afternoon snacks are provided by ESP.

Please select the days [specific day weekly or all 5 days weekly] for each child for afternoon sessions, breaks/holidays, and inclement weather.

Afternoon session	Child's name	ESP Afternoon Session	Daily Fee	Select days your child/children will attend weekly by placing a ✓ checkmark. Select specific days or all 5 days.					
	1	3:00 PM – 6:00 PM Regular school days	\$10	Monday	Tuesday	wednesday	Thursday	Friday	ALL 5 DAYS Mon.-Fri.
	2	3:00 PM – 6:00 PM Regular school days	\$8 each additional child	Monday	Tuesday	wednesday	Thursday	Friday	ALL 5 DAYS
	3	3:00 PM – 6:00 PM Regular school days	\$8 each additional child	Monday	Tuesday	wednesday	Thursday	Friday	ALL 5 DAYS

Full Day – Inclement weather	Child's name	ESP Full Day Inclement Weather	Daily Fee	✓ Inclement Weather at one of the open ESP sites
	1	7:00 AM – 6:00 PM	\$20	
	2	7:00 AM – 6:00 PM	\$18 each additional child	
	3	7:00 AM – 6:00 PM	\$18 each additional child	

A sign-up sheet will be available 7-10 days in advance for the dates listed below.
You are required to pay the fees for the days you select at that time.

Full Day Session – Holidays/Breaks	Child's name	ESP Full Day Holidays/Breaks	Daily Fee	Select days your child/children will attend weekly by circling the date(s).					
	1	7:00 AM – 6:00 PM	\$20	Abbreviated Days Aug. 9 Dec. 17 May 26	Fall Break Oct. 4 Oct. 5 Oct. 6 Oct. 7 Oct. 8	Winter Break Dec. 20 Dec. 21 Dec. 22 Dec. 27 Dec. 28 Dec. 29	Staff Dev/Holidays Jan. 3 Jan. 17 Feb. 21	Spring Break Mar. 14 Mar. 15 Mar. 16 Mar. 17 Mar. 18	Other May 3 May 27
	2	7:00 AM – 6:00 PM	\$18 each additional child	Abbreviated Days Aug. 9 Dec. 17 May 26	Fall Break Oct. 4 Oct. 5 Oct. 6 Oct. 7 Oct. 8	Winter Break Dec. 20 Dec. 21 Dec. 22 Dec. 27 Dec. 28 Dec. 29	Staff Dev/Holidays Jan. 3 Jan. 17 Feb. 21	Spring Break Mar. 14 Mar. 15 Mar. 16 Mar. 17 Mar. 18	Other May 3 May 27
	3	7:00 AM – 6:00 PM	\$18 each additional child	Abbreviated Days Aug. 9 Dec. 17 May 26	Fall Break Oct. 4 Oct. 5 Oct. 6 Oct. 7 Oct. 8	Winter Break Dec. 20 Dec. 21 Dec. 22 Dec. 27 Dec. 28 Dec. 29	Staff Dev/Holidays Jan. 3 Jan. 17 Feb. 21	Spring Break Mar. 14 Mar. 15 Mar. 16 Mar. 17 Mar. 18	Other May 3 May 27

*NOTE: ESP may not be open and available at all the schools during breaks, holidays, inclement weather days, etc.