



BSP 2022-23

Thank you for choosing our Before School Program for your child!

Please complete the following steps to ensure your registration request is processed efficiently and accurately.

REGISTRATION INSTRUCTIONS

1. **Registration Packet** If you have more than one child to enroll, each child will need their own registration packet completed.
Completed packets can be returned in person to our Member Services Desk, or emailed to **Nicole Jewell** at njewell@freeland-sportszone.com
2. **Registration Fee** Payment of the \$60 registration fee is required at the time of enrollment. *If you email the packet to **Nicole**, she will contact you with payment instructions when she receives the packet.
3. **Credit/Debit Card** Credit/debit card information must be provided at the time of registration. Program fees will auto-charge on the 15th day of each month.
The first auto-charge will be 9/15/22.

Any questions, please contact:

Member Services Desk
989-695-2000, Ext 3

or

Nicole Jewell
989-695-2000, Ext 4
njewell@freeland-sportszone.com

Thank you. We look forward to having your child with us for the 2022-23 program year!

2022-23 Before School Program (BSP)



Your child's spot in the Before School Program will be secured with:



1. Receipt of this completed BSP registration packet

- Email to Nicole Jewell at njewell@freeland-sportszone.com
- Or return in person to FSZ Member Services Desk

2. Payment of \$60.00 BSP Registration Fee

The registration fee is non-refundable and will be applied to the last month of the program

3. Receipt of credit/debit card information for monthly program charge

- Monthly program fees will be auto-charged on the 15th of each month to the debit/credit card provided
- To avoid existing charges, changes and cancellations must be received in writing prior to the 1st of any month

BSP Selection	<input type="checkbox"/> Y5-4th grade 5 days a week (\$150/Month)	<input type="checkbox"/> Y5-4th grade 3 days a week (\$110.00/Month)		
	<input type="checkbox"/> 5th-6th grade 5 days a week (\$75/Month)	<input type="checkbox"/> 5th-6th grade 3 days a week (\$55/Month)		
<input type="checkbox"/> Monday	<input type="checkbox"/> Tuesday	<input type="checkbox"/> Wednesday	<input type="checkbox"/> Thursday	<input type="checkbox"/> Friday

Child's Last Name Child's First Name Gender Grade 2022-23

Street Address City Zip Code

Home Phone # Email Address (Mandatory)

Parent/Guardian Name Phone #

Parent/Guardian Name Phone #

Parent/Guardian Signature Date

CHILD INFORMATION RECORD

State of Michigan - Department of Licensing and Regulatory Affairs - Child Care Licensing Bureau

Instructions: Unless otherwise indicated, all requested information must be provided. If the information is not known or does not apply, "unknown" or "none" is the required response. A blank field, a line through a field or "N/A" are not acceptable responses.

For Provider Use Only:		Date of Admission	Date of Discharge	
Name of Child (Last, First, Middle Initial)				Child's Date of Birth
Address (Number and Street, Building/Apartment Number)			City	State
Parent/Legal Guardian's Name			Primary Phone ()	Parent/Legal Guardian's Name (Optional)
Home Address (if not child's address)			2 nd Phone (if applicable) ()	Primary Phone ()
City			State	Zip Code
Email Address (optional)			Email Address (optional)	
Employer Name			Work Phone ()	Employer Name
Name of Child's Physician or Health Clinic			Physician's or Health Clinic's Phone Number ()	
Hospital Preferred for Emergency Treatment (optional)				
Allergies, Special Needs and/or Special Instructions? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, explain: (Attach additional sheets, if necessary.)				

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See Reverse Side

Emergency Contact & Release of Child: List all individuals, including parents/legal guardians, in order of preference, to be contacted in an emergency. If possible, include at least one person other than the parents/legal guardians to be contacted in an emergency and to whom the child can be released. The second phone number column can be left blank. (If more individuals, attach additional sheets.)

1.	()	()
2.	()	()
3.	()	()

Release of Child Only: List all individuals, other than the parents/legal guardians, to whom the child may be released. (If more individuals, attach additional sheets.)

1.	()	2.	()
3.	()	4.	()

Parent/Legal Guardian Initials:

_____ I give permission to _____, licensed by the Department of Licensing and Regulatory Affairs to secure emergency medical treatment for the above named minor child while in care.

I certify that I accurately completed this form and if anything changes, I will notify the provider by updating this form.

Signature of Parent or Guardian _____ Date Signed _____

Date Card Reviewed	Parent or Legal Guardian Initials	Date Card Reviewed	Parent or Legal Guardian Initials	Date Card Reviewed	Parent or Legal Guardian Initials	Date Card Reviewed	Parent or Legal Guardian Initials
LARA is an equal opportunity employer/program.						AUTHORITY: 1973 PA 116 COMPLETION: Required PENALTY: Rule Violation Citation.	

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Freeland Community School District

Matthew A. Cairry, Superintendent
www.freeland.k12.mi.us

Phone (989) 695-5527
Fax (989) 695-5789

710 Powley Dr
Freeland, MI 48623-8106

PARENT NOTIFICATION OF THE LICENSING NOTEBOOK Child Care Organizations Act, 1973 Public Act 116 **Michigan Department of Licensing and Regulatory Affairs**

All child care centers must maintain a licensing notebook which includes all licensing inspection reports, special investigation reports and all related corrective action plans (CAP). The notebook must include all reports issued and CAPs developed on and after May 27, 2010 until the license is closed.

- This center maintains a licensing notebook of all licensing inspection reports, special investigation reports and all related corrective action plans.
- The notebook will be available to parents for review during regular business hours.
- Licensing inspection and special investigation reports from at least the past two years are available on the Bureau of Community and Health Systems website at www.michigan.gov/michildcare.

I have read the above statement issued by _____
Name of Child Care Center

Child(ren)'s Name(s) _____

Parent Name _____

Parent Signature _____ Date _____

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WRITTEN INFORMATION PACKET DOCUMENTATION

Michigan Department of Licensing and Regulatory Affairs
Bureau of Community and Health Systems

Child(ren)'s Name(s) (Last, First)	Center Name
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A written information packet has been provided at the time of enrollment. The packet included all the following information:

- Criteria for admission and withdrawal.
- Schedule of operation, denoting hours, days, and holidays during which the center is open and services are provided.
- Fee policy.
- Discipline policy.
- Food service program.
- Program philosophy.
- Typical daily routine.
- Parent notification plan for accidents, injuries, incidents, illnesses.
- Exclusion policy for child illnesses.
- Notice of the availability of the center's licensing notebook.
 - The licensing notebook contains all the licensing inspection and special investigation reports and related corrective action plans since May 28, 2010.
 - The licensing notebook is available to parents during regular business hours.
 - Licensing inspection and special investigation reports from at least the past two years are available on the child care licensing website at www.michigan.gov/michildcare.
- Other _____

I certify that I received all of the above items.

Parent/Guardian Signature

Date

Note: A single BCAL-4340 form may be used for all children in the same family.

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Freeland Community School District's Before School Program

As part of our record keeping and commitment to keeping your child safe, please read, complete and sign the following.

- My child is in good health. Activity restrictions:

- My child's immunizations are up-to-date and are on file at the school office.
- Medications my child needs while at the Before School Program:

- Parents of Young 5s and Kindergarten students- please enclose a copy of your child's immunization record.

Child's Name

Parent/Guardian Signature

Date



5690 Midland Rd
Freeland, MI 48623
Phone 989-695-2000
Fax 989-695-2800

BEFORE SCHOOL AGE PROGRAM PAYMENT AUTHORIZATION FORM

I authorize the Freeland Community Sports Association to make monthly charges to this credit or debit card for my child's/children's participation in the Freeland Community Schools and Freeland SportsZone **Before School Program** and/or the Freeland SportsZone **After School Program**. Such charges shall be in the amount of \$_____ (initials)_____ and shall be charged on the 15th day of each month or the nearest business day following the 15th if said date falls on a weekend.

Child/Children's Names: _____

Please check all programs child/children enrolled in:

Before School Program (Y5-4th grade)

_____ \$150 / month (per child) 5 Days a Week

_____ \$110 / month (per child) 3 Days a Week

Before School Program (5th & 6th grade)

_____ \$75 / month (per child) 5 Days a Week

_____ \$55 / month (per child) 3 Days a Week

Credit/Debit Card for Recurring Monthly Program Fees

_____ MasterCard _____ Visa _____ American Express _____ Discover

Card # _____ Exp Date _____ Security Code _____

Name on Credit Card: _____

Cardholder Address: Street _____

City _____ State _____ Zip Code _____

This authorization will remain in effect until written notice of termination is given to the Freeland Community Sports Association. I acknowledge receipt of a signed copy of this authorization. **All program cancellations must be received in writing prior to the 1st of the month to avoid charges for that month.**

Authorization Signature: _____

For Office Use Only

Start Date _____ Processed by _____ Date _____