

DROP-IN CARE

Drop-in care is available for \$12.00 per hour. Please complete and submit this form to be on file if you plan to use drop-in care. Hours do not have to be designated for drop-in care.

I have read and agree to the following Mulberry Extended Care policies:

1. All charges are based on the half hour. If 5 minutes are used (such as 4:05 or 4:35), then the entire half hour is billed.
2. There is no refund for contracted tiered hours not used.
3. Fees are due in advance for families who use tiered contracted care. Hours used in excess of contracted hours will be charged at the drop-in rate.
4. Children will be signed in and out by a parent or pre-designated adult. If the child is not signed in and out, parents will be charged until 6:00 pm.
5. There is no refund or transfer of any unused contract hours.
6. Children must be picked up by 6:00pm (based on the school's clocks). An overtime fee of \$1.00 per minute for every minute after 6:00 pm that the child is not picked up will be charged.
7. It is the parents' responsibility to inform the extended care staff of any changes in the list of adults who are authorized to pick up their children or their children's emergency information.

Parent/Guardian Signature

Date

Range of Hours Needed for Camp

Please circle the range(s) of hours most closely associated with your needs.

8 to 9:30 am	Mon	Tues	Wed	Thurs	Fri	All
2:30 to 6 pm	Mon	Tues	Wed	Thurs	Fri	All
2:30 to 4 pm	Mon	Tues	Wed	Thurs	Fri	All
Afternoon as needed (up to 5 hours per week)	Mon	Tues	Wed	Thurs	Fri	All