

2008-2009 CLUB Before & After School Program

The Village of Island Lake offers a Before and After School CLUB Program at Cotton Creek School during the school year. The Morning Program runs from 6:30 a.m. - 9:05 a.m. Monday through Thursday, and runs from 6:30 a.m.-9:30a.m. on Fridays. The Afternoon Program runs from 3:40 p.m.- 6:00 p.m.

During CLUB hours your child will participate in a variety of activities including weekly special crafts, quiet/homework time, games, sports, free time; as well as other activities. A light snack is served in both the Morning and Afternoon programs. To register for this program, parents need to visit the Recreation Office at the Village Hall to fill out registration forms. A \$30 non-refundable registration fee per child will be required at the time of registration. Tuition will be discounted when you have more than one child enrolled.

**During non-attendance days, we also offer a full-day program (6:30 a.m. - 6:00 p.m.) at the Village Hall. We usually schedule a field trip for these days. Advanced registration is required with an additional fee for these days. See Box Below.*

After your initial registration, all monthly tuition may be dropped off in the Club Tuition Box, mailed to the Village of Island Lake or dropped off at the Recreation Office at the Village Hall during business hours (8:00 a.m. - 4:30 p.m. Monday through Friday). We also provide drop off after hours at the front door drop box located at the Village Hall. **All cash payments MUST be made in person.** The following tuition schedule is based on 179 school days divided by nine months. **Your tuition amount remains the same each month regardless of days off.**



MONTHLY TUITION

K - 5TH

1st Child / 2nd Child

AM \$ 130 / \$120

PM \$ 126 / \$116

BTH \$ 234 / \$220

FIELD TRIPS TBA

FIELD TRIP FEES

*Club Children \$35/all day care 6:30 am - 6:00pm

*Village Residents \$40 6:30 am - 6:00pm

(Fees include day care, 2 snacks and *most field trip costs)

*some field trips may require an additional fee



HOMework SIGN UP SHEET

My child _____ is to stay in after PM snack to do her/his homework. Please remember that we are only available to guide the students in their homework. We are not there to force them to do their homework. We will not go into a child's backpack to make sure they do not have homework. Since there are so many students with homework, we will not have time to sit individually with a student. Any student caught copying homework will be brought to their teacher for disciplinary action. Staff members will not be responsible for any homework that the child refuses to work on during homework time.

My child _____ is to go over their spelling words every Friday with an AM staff member. Also, if needed special homework will be completed before gym/free time. I will notify a staff member if my child has a special homework assignment.

Thank you,

The Club Staff



2008 - 2009

Island Lake CLUB Program Field Trip Release Form

I hereby give my permission for my child(ren)

To to attend scheduled Field Trips while attending the 2008-2009 Village of Island Lake's, Before and After School CLUB Program. I hereby waive and release the Village of Island Lake, its employees and agents from any and all claims of liabilities arising from or in any way related to my child(ren) attending said field trips.

Signature of Parent or Guardian

Date



Village of Island Lake
Parks & Recreation Department
3720 Greenleaf Avenue
Island Lake, IL 60042
(847) 526-4851 / Fax: (847) 526-1534
Web: villageofislandlake.com

Island Lake Parks & Recreation CLUB 2008 - 2009



Photo Release Permission Form

During School Year, there will be times when your child(ren) will be photographed. These photos may be used for decorating our bulletin board at CLUB or the Village Hall, or for publicity purposes, as well as appear in local newspapers or our Recreation Guide. We are requesting your permission to use these photographs for any of the above listed situations.

Please check the appropriate box

- I understand that my child(ren) may appear in photos for the above listed situations and give permission for this.
- I do not give permission for child(ren) to be PHOTOGRAPHED.

Child(ren)'s Name

Parents or Legal Guardian Signature

Date

VILLAGE OF ISLAND LAKE PARKS AND RECREATION MEDICATION PERMISSION FORM

Name _____

Age _____

Medication _____

Dosage _____

Time to be given _____

Date to start _____

Date to end _____

How is the medication taken (Please specify all that apply):

<input type="checkbox"/>	Whole	<input type="checkbox"/>	Chewed	<input type="checkbox"/>	Mixed with Food
<input type="checkbox"/>	With Water	<input type="checkbox"/>	Without Water	<input type="checkbox"/>	After Eating

Reason for Medication _____

Restrictions or important side effects (adverse reactions) _____

Any other instructions _____

I give permission for my child to receive the above medication at any Village of Island Lake Parks and Recreation Department Program. *I understand it is my responsibility to give the medication directly to the program staff in the original dosage container clearly labeled with the following information:*

PHARMACY'S NAME, DOCTOR'S NAME, PATIENT'S NAME, TYPE OF MEDICATION, STRENGTH, AND DOSAGE INSTRUCTIONS.

In all cases, the recommended dosage of any medication will not be exceeded. If after administering medication there is an adverse reaction, I give my permission to the Village of Island Lake to secure from any licensed hospital physician and/or medical personnel any treatment deemed necessary for immediate care. I agree to be responsible for payment of any and all medical services rendered.

In consideration of the Village of Island Lake administering medication to my minor child, I do hereby fully and forever release and discharge the Village of Island Lake and its officers, agents, servants and employees from any and all claims I may have as a result of the Village of Island Lake assisting in the administering of medication to my minor child.

Signed _____

Date _____ Phone Home _____

Work Phone _____

Dear Parents,

Please take a few minutes and go over these **CLUB RULES**. During the year the club children sometimes forget these rules so we have made this small contract, which we would appreciate you and your child(ren) reading through, signing and returning the bottom portion with your registration. You may keep the rules available for you child to look at during the year. Your help is greatly appreciated.

CLUB RULES

1. We use appropriate Language.
2. We treat each other with respect.
3. We keep our **CLUB** area clean and neat.
4. We solve problems creatively.
5. We **always listen** to **ALL STAFF** members.
6. We never play too rough.
7. We keep our hands to ourselves.
8. We never call names or be mean to each other.
9. We treat **CLUB** toys and games as our own.
10. We play fairly and take turns. (always share)
11. We always use good manners. (please, thank you Etc.)
12. We admit when we are wrong.
13. We do not hit, kick, punch or yell
14. We do not crawl under or over tables.
15. We ask **STAFF** before we go anywhere.
16. We do not touch things that are not ours.
17. We do not bring **PERSONAL TOYS** (game boy or polly pockets etc.) unless the supervisor designates a day to do so.
18. We do not run inside.
19. We stay where **STAFF** can see us on the playground and blacktop areas outside.
20. We do not kick balls against building or on top of roof.
21. We do not climb on top of slides.
22. We do not go to the washroom during snack, during attendance or without a buddy. (circumstances may vary)
23. No playing on the stage in the gym
24. No throwing balls at the between curtain
25. We go to a **STAFF** person if there is a problem.

I have read and understand the above rules for before and after school CLUB.

Parents

Signature: _____ Date: _____

Child's

Signature: _____ Date: _____

2008
**BEFORE AND AFTER
SCHOOL INFORMATION CHANGES**

CHILD'S NAME _____

Change Effects:

ATTENDANCE:

My Child will not attend before/after club on the following date:

AUTHORIZED PICK UP PERSON:

_____ will be picking up my child on _____ from after
(persons name) (date)
school club. I understand that I will inform the above person to bring a photo ID with them
at the time of pickup.

ADD/DROP BEFORE/AFTER CLUB EFFECTIVE _____

ADD AM _____ DROP AM _____

ADD PM _____ DROP PM _____

You will be advised of any payment changes

Today's Date: _____

Effective Date: _____

Requested By: _____

Information Approved By: _____

Staff Member's Name