

ERICO CHILDCARE CONSULTANTS LTD.

1250 Mathers Avenue,
West Vancouver B.C. V7T 2G3

Telephone (604) 926-9142
Fax (604) 926-9139

www.ericochildcareconsultants.com

E-mail: ericoccc@telus.net

REGISTRATION NOTES 2018 -2019

Returning Families

PRE-REGISTRATION DEADLINE 28 JUNE, 2018. After this date we cannot guarantee your space.

Your registration will not be accepted if the requested information is incomplete.

- The Supervisor of your current Centre will give you a copy of the information we currently have on file for your child(ren) Please review it, add missing information, make any changes and **return it even if there are no changes.** (*Please ensure that all your **Emergency Contacts live & or work on the North Shore** and have suitable transportation to be able to collect your child if required to do so.*)
- Download, complete, sign & return the Emergency Consent document.
- Attach a cheque for \$50 per child for the **Registration Fee** dated the current date (*non-refundable*)
- Provide **1** recent colour wallet size portrait photo.
Your child should be instantly recognizable in the photo.
- If we are missing your Immunization record please provide that along with your information sheet.
- Read the **Policy & Procedures Document** on our website then print, sign & return the attached letter, saying you have read & understood it.

La Maison & Club West.

Because of the Licensed Capacity for both Centres the following 'pecking order' will be used to determine who will be placed at each Centre in September. This does not mean that we cannot care for your child(ren) but it may mean that they will be cared for at either Camp Ridgeview or Holly House instead. These children will then be automatically put on our waitlist for a suitable opening to arise at their own School's Centre. We will move them back as soon as we are able.

PLEASE NOTE: Re-registration will be based on how many days you were registered for in June. Of course you can register for more, but all days registered for must be paid for and fully utilized for at least four months from the start of the school year. No reduction in care will be permitted during this period. After this time any reduction in your registered days will automatically result in a review of where your child is cared for.

Priority for those families registering for the entire school year will be as follows:

1. Before and after school 5 days per week. (*Session 1 & 3*)
2. Before and after school 4 days per week. (*Session 1 & 3*)
3. After school 5 days per week. (*Session 3*)
4. Before and after school 3 days per week. (*Session 1 & 3*)
5. After school 4 days per week. (*Session 3*)
6. After school 3 days per week. (*Session 3*)
7. Before and after school 2 days per week. (*Session 1 & 3*)
8. After school 2 days per week. (*Session 3*)
9. Before and after school 1 day per week. (*Session 1 & 3*)
10. After school 1 day per week. (*Session 3*)

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Enrollment Date: **SEP 2018**

Reg Fee: _____

REGISTRATION FORM SCHOOL YEAR 2018 – 2019

ALL CHILDREN MUST BE OF SCHOOL AGE - Kindergarten to Grade 7

I will require care for my child _____ as follows:
(Please check appropriate spaces)

Day	Session 1 7:30 -9:00am	Session 3 3:00 -6:00pm	
MONDAY			
TUESDAY			
WEDNESDAY			
THURSDAY			
FRIDAY			

If you are registering for Drop-In purposes only please check here

REGISTRATION GUIDELINES

- There are two sessions throughout the day in which you can register your child:
Session 1: 7.30am - 9.00am **Session 3:** 3.00pm – 6:00pm
- You may register for one or two sessions per day.
- You must register for a minimum of three days per week (*otherwise the 1 - 2 Day rate will apply.*)
- Flexible care may be arranged depending on enrollment.
- If you intend to register for DROP IN CARE only – please indicate this on the form.
(*Do not check all the sessions, please.*) **Note:** DI Care is always space permitting
- **FEES** are payable monthly by 10 post-dated cheques, dated the 1st of each month for the School Year. Please write your child's name on each cheque.
- A **\$50 Registration Fee** (*non-refundable*) is required for ALL registrations (*new or returning children*) to secure your space and should accompany the completed Registration Form. *Cheques should be made payable to HOLLY HOUSE, CAMP RIDGEVIEW or ERICO CHILDCARE CONSULTANTS Ltd. and dated the current date*

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REGISTRATION 2018- 2019

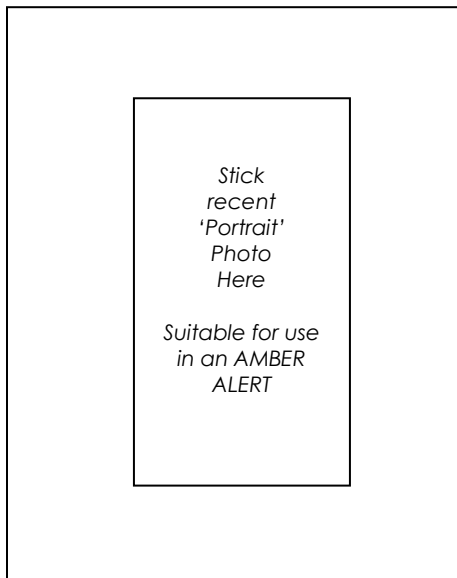
EMERGENCY CONSENT

It is a requirement of the Community Care and Assisted Living Act, Child Care Licensing Regulations, that the Licensee obtain an Emergency Consent Form signed by a parent or legal Guardian of each child enrolled in the licensed facility.

PERMISSION FOR EMERGENCY MEDICAL AID IN CASE OF ACCIDENT OR ILLNESS

I hereby give permission to *Erico Childcare Staff* to call a physician, ambulance or transport my child _____ to the nearest Medical Centre in the case of accident or illness when I cannot be reached.

Signature of Parent or Guardian.



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Dear Parents,

Please take time to read our **POLICIES & PROCEEDURES** document pertaining to the School Year 2018- 2019 at Camp Ridgeview, Holly House, La Maison & Club West. Important information is contained therein, and it changes each year.

Once you have done so please sign this letter and return it together with your Registration Form.

Thank you for your co-operation.

Rosemary di Bernardo

Rosemary di Bernardo. Director.

I have read and understood the POLICIES & PROCEEDURES pertaining to Camp Ridgeview & Holly House for the School Year 2018 - 2019

Parent/Guardian

Date

Name of Child