



**Village of Bellevue  
Parks, Recreation & Forestry  
Department**

2828 Allouez Avenue  
Green Bay, WI 54311  
(920) 468-5225

# Before & After School Program 2018 - 2019 Registration Form

**\*PLEASE RETRUN COMPLETED FORM TO THE  
BELLEVUE VILLAGE OFFICES (2828 ALLOUEZ AVE.)**



## PROGRAM INFORMATION

### Before School Program

Before School Program is a morning program designed to give school-aged participants the opportunity to socialize with friends, play games & activities, and create fun, cool arts & crafts all before school! The program runs at McAuliffe Elementary from 7:00 am until the start of the school day (9:00 am).

### After School Program

After School Program is held from the end of school day (3:30 pm) until 5:30 pm. Activities are designed to meet the needs and interests of school-age children and their families. There will be a variety of activities offered including games, arts & crafts, homework time, and free play.

**We will strive to create opportunities for developing character, independence, socialization, cognitive growth and a positive self-image.**

### Welcome

Bellevue's Park, Recreation & forestry Department is offering a school recreation program. The Before & After School Programs are designed to provide recreational and social opportunities to students during before and after school hours. The programs are provided by the Village of Bellevue with the support of McAuliffe Elementary School.

### Program Goal

Our goal is to provide a safe, fun, educational and affordable recreation program to participants.

### Who Can Enroll

This program is offered for children in grades K-5 who attend McAuliffe Elementary School. Bellevue residents will have priority in to the programs. There will be a maximum of 34 children enrolled per program.

### Fees

A \$15.00 per child, per program, non-refundable registration fee, used for supplies and materials, will be charged via the Bank/Credit Card Draft Agreement information you have provided to secure a spot in the program. No checks will be accepted.

Fees are drafted from your Bank Card/Credit Card on the 1st of each month in equal monthly payments. The base rates can be found in the table below:

Before School Program Fee	After School Program Fee
\$95.75/month per child	\$91.50/ month per child

All families must complete and submit the Bank Card/Credit Card Draft Agreement at the time of registration to be considered for either programs.

**\*Forms can be found in the Parent Handbook on the Village website.**

**OVER**

## How do I register?

Once a child is enrolled in the before or after school program, that family has a 2-year hold on the program. (Withdrawing during a school year voids this agreement.) All families who are currently enrolled for the first time in both or either of the 2017-2018 programs will be given first choice to enroll for the 2018-2019 school year. All remaining openings will be filled using a lottery/random draw method (residents of Bellevue will receive priority into the program). Waiting lists will also be created for each program using the lottery method. **All families who are currently enrolled in the 2017-2018 school year and have served their 2 years in the program will need to reapply into the lottery for a space in either of the programs for 2018-2019 school year.**



### If your child is currently registered for one or both of the programs:

1. Pick up a Before & After School Program Parent Handbook at the Village Offices or download from our website: [www.villageofbellevue.org](http://www.villageofbellevue.org).
2. Fill out the Registration Form, the Child Information Form, and the Bank Card/Credit Card Draft Agreement from the handbook.
3. Turn in the following items by **Friday, May 4th 2018** to the Village Offices: Registration Form, Child Information Form, and Draft Agreement. Deadline will be strictly followed.
4. Returning participants will be charged a \$15 per child per program registration fee that will be charged via the Bank/Credit Card Draft Agreement information you have provided.
5. Participants enrolled in only one of the programs may also follow the instructions below for a chance to be enrolled in the other program.

### If your child is NOT currently registered for one or both of the programs or has served their 2 years in either of the programs, and you would like to take part during the 2018 - 2019 school year:

1. Pick up a Before & After School Program Parent Handbook at the Bellevue Offices or download from our website: [www.villageofbellevue.org](http://www.villageofbellevue.org).
2. Fill out the Registration Form, the Child Information Form, the Bank Card/Credit Card Draft Agreement from the handbook.
3. Turn in the following information by **Friday, May 11, 2018** to the Village Offices: Registration Form, Child Information Form, and the Bank Card/Credit Card Draft Agreement.

### Lottery Information:

1. On **Monday, May 14, 2018** names will be drawn randomly to fill all openings for the programs. Openings will be filled per family so that siblings will not be split up.
2. Families chosen to fill the openings will be notified and will be charged a \$15 per child per program registration fee via the Bank/Credit Card Draft Agreement information you have provided by **Friday, May 18, 2018**.
3. Waiting lists will be created for each program by drawing the remaining names. Families will be notified throughout the year as spaces become available.

**\* Parent Handbook is available on the Village website, [www.villageofbellevue.org](http://www.villageofbellevue.org)**



## Before & After School Program Registration Form

I would like to register for:  
 Before School Program  
 After School Program

Child(ren) First & Last Name \_\_\_\_\_

Number of Children to Enroll \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_ Resident  Non-Resident

Email Address \_\_\_\_\_

Parent/Guardian to Notify Regarding Program Enrollment \_\_\_\_\_ Phone Number \_\_\_\_\_

### Fees

Before School Program Registration Fee (\$15/child) \$ \_\_\_\_\_

After School Program Registration Fee (\$15/child) \$ \_\_\_\_\_

**Total Due\*\* \$ \_\_\_\_\_**

**\*\*Registration fees will be charged upon receipt of this form for only those people who are currently enrolled in the program and are registering for next year. Payment for all others will not be charged until a space in the program is confirmed for you, at which time you will be notified.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please return to: Village of Bellevue - 2828 Allouez Avenue - Green Bay, WI 54311 - (920) 468-5225**