

# PTA Afterschool Enrichment Classes Registration Form



Please fill in all necessary contact information! Note: Class sizes are limited - please enroll early. You will be contacted to confirm your child's enrollment. ***Please return this form to the PTA box in the office, not your child's teacher, or email [ptaenrichment@cragmont.org](mailto:ptaenrichment@cragmont.org).***

CHILD'S NAME \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

TEACHER \_\_\_\_\_ ROOM \_\_\_\_\_ GRADE \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

PARENT/GUARDIAN 1 NAME \_\_\_\_\_ PARENT/GUARDIAN 2 NAME \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

CELL PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

## EMERGENCY CONTACT

If student will be picked up after class, the teacher must have the name and phone of the person picking him/her up, and may request ID until they know the person. If a new person will be picking up mid-session, please give the information in writing to the teacher.

	CLASS NAME	FEE	PICKUP PLAN / LEARNS
<b>M</b>			
<b>T</b>			
<b>W</b>			
<b>Th</b>			
<b>F</b>			
<b>TOTAL FEES FOR SESSION</b> (PLUS DONATION IF APPLICABLE)			Please make out checks to <b>Cragmont PTA.</b>

☐ I WOULD LIKE TO DONATE \$ \_\_\_\_\_ TO SCHOLARSHIP FUND

## PLEASE READ, SIGN AND DATE BELOW:

I understand that the Cragmont PTA merely acts as an intermediary between the afterschool instructors, parents, and the Cragmont staff and that it cannot be held responsible for the conduct of the afterschool instructors. I understand students are expected to respect the feelings, rights, and property of others, and not disrupt the class. Students not abiding by the behavior policy may be asked to leave the class, at the instructor's discretion. I release the Cragmont PTA from liability for any injury my child may suffer while participating in this program.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

## SCHOLARSHIP REQUEST

Cragmont PTA strives to include as many interested students as possible in our enrichment classes and are intended for students who cannot otherwise take an enrichment class.

Scholarships are subject to lottery if more requests are made than we have available. Students who do not receive scholarships this session will have priority over those requesting scholarships during the next session. Only one scholarship per child per term. Please do not request a scholarship if you are registering and paying in full for other classes during the same session. You will be notified by email or phone if your child is enrolled in a requested class.

## List classes in order of priority:

PLEASE INCLUDE WEEKDAY & TITLE

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

## I am able to pay:

☐ NOT AT ALL

☐ PART, IN THE AMOUNT OF \$ \_\_\_\_\_

Please make out checks to **Cragmont PTA** write "Enrichment class" and your student's name on the memo line. CHECK # \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**Please fill out registration form  
online at [www.cragmont.org](http://www.cragmont.org)  
or turn in forms to the office,  
not classroom teachers.**

#### GENERAL INFORMATION

---

Classes / Registration: Classes will be offered three times during the school year. Registration forms should be filled out online following the links at [www.cragmont.org](http://www.cragmont.org), or hard copies should be placed in the PTA box in the school office. Pay by credit card, or checks should be made out to Cragmont PTA and deposited in the PTA box.

#### SCHOLARSHIPS

---

A limited number of full and partial (50%) scholarships are available on an honor system based on true financial need. To apply for a scholarship, please complete a scholarship request form (see below). Scholarships are also subject to lottery if more requests are made than we have available scholarships. Only one scholarship per term per child.

#### ATTENDANCE/ROSTERS

---

Class rosters will be distributed to the PTA Afterschool instructors, Kindergarten classroom teachers, and LEARNS prior to the first day of classes. LEARNS students will check in at LEARNS and get picked up by afterschool instructors.

Non-LEARNS students (and K students on Wednesdays) will meet outside the MultiPurpose Room and be escorted to the classroom by afterschool instructors. Kindergarten students (M/T/T/F) will be escorted to the classroom; K LEARNS will check into LEARNS first.

#### BEHAVIOR POLICY:

---

Students are expected to respect the feelings, rights, and property of others, and not disrupt the class. Students not abiding by the behavior policy may be asked to leave the class, at the instructor's discretion. Parents may or may not be reimbursed for the remaining classes.

#### REFUNDS

---

Prorated refunds can be requested before the third class of the session begins.

**PLEASE READ THE FOLLOWING CHILDCARE  
AGREEMENT AND INDEMNIFICATION,  
WAIVER AND RELEASE THEN SIGN ON THE  
REGISTRATION FORM**

#### **SIGNATURE ON REGISTRATION FORM IS REQUIRED FOR REGISTRATION**

1. I understand that I must make arrangements for my child's care immediately following the end of class. I accept that neither the class instructor nor the Cragmont staff will be responsible for children not picked up on time. If the pick-up arrangements listed on the registration form cannot be met, I will notify the class instructor. Children cannot be dismissed by the instructor to the playground.

2. INDEMNIFICATION, WAIVER AND RELEASE. By signing the Registration Form enclosed, I agree to the following:

I understand that although the Cragmont Afterschool Enrichment Committee has located the instructors, Cragmont, the PTA, and the Afterschool Enrichment Committee cannot be held responsible for the actions of the instructors or the conduct of the class activities. I know I am welcome to contact any instructor to make my own judgments about his or her qualifications.

I agree to assume all risk of injury to me or my child and all risk or damage or loss of property arising out of my child's participation in the program.

I release, discharge and waive any and all responsibility of the Cragmont Staff, the Cragmont PTA, the Cragmont Afterschool Enrichment Committee and its individual members, and the Berkeley Unified School District from and against liability for any injury, damage or loss which may result from my child's participation in this program or his/her failure to attend class he/she has registered for.