

**Village of Hartland Recreation Department**  
 Before and After School Program - Mail or drop off Registration Form to  
**210 Cottonwood Ave., Hartland, WI 53029**

**Student's Name** \_\_\_\_\_ **Month** \_\_\_\_\_

Please enter the calendar dates your child will be attending in the calendar. Once the date is entered please mark if your child will be attending the **AM, PM, or BOTH sessions**.

<b>AM OR PM</b> Per Child:	<b>BOTH AM &amp; PM</b> Per Child:	<b>AM OR PM</b> Per Family	<b>BOTH AM &amp; PM</b> Per Family
1 Day \$13.00	1 Day \$26.00	1 Day \$23.00	1 Day \$47.00
2 Days \$24.00	2 Days \$44.00	2 Days \$43.00	2 Days \$80.00
3 Days \$35.00	3 Days \$59.00	3 Days \$63.00	3 Days \$107.00
4 Days \$44.00	4 Days \$73.00	4 Days \$44.00	4 Days \$132.00
5 Days \$53.00	5 Days \$89.00	5 Days \$53.00	5 Days \$161.00

Per family rate is two children attending Before and After School Care that are from the same family. If there are more than two children attending Care, contact the Recreation Department for a discounted rate.

**IMPORTANT:** If your child attends Before and After School Care on days for which they are not scheduled or paid, you will be charged **\$15.00 for each AM and PM session they attend**. Registration form should be submitted to the Recreation Department at minimum on a weekly basis. Registration form should be turned in the Thursday before your child needs care. Any questions please contact Kelli Yogerst, Recreation Director, at [kelly@villageofhartland.com](mailto:kelly@villageofhartland.com) or 262-367-0352.

DATE: _____ AM _____ PM _____	DATE: _____ AM _____ PM _____	DATE: _____ AM _____ PM _____	DATE: _____ AM _____ PM _____	DATE: _____ AM _____ PM _____	Fee
DATE: _____ AM _____ PM _____	DATE: _____ AM _____ PM _____	DATE: _____ AM _____ PM _____	DATE: _____ AM _____ PM _____	DATE: _____ AM _____ PM _____	
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DATE: _____ AM _____ PM _____	DATE: _____ AM _____ PM _____	DATE: _____ AM _____ PM _____	DATE: _____ AM _____ PM _____	DATE: _____ AM _____ PM _____	

**All participants are requested to sign the following release. Parent or guardians must sign for minors.** I/We the undersigned, do hereby agree to allow the above named to participate in the activity indicated. I/We are aware of and understand that there may be potential risks inherent with participating in any recreational activities and that the Village of Hartland does not provide accident insurance. I/We assume all risks and hazards incidental to such participation including transportation to and from the activities and do hereby waive, release, absolve, indemnity and agree to hold harmless the Hartland Recreation Department employees, staff, and other persons for any and all claims, injuries, liabilities, damage or right of action directly or indirectly arising out of the use of Hartland Recreation Department facilities, equipment, and/or participation in Village of Hartland Recreation Department activities. In the event of medical emergency, I authorize the Recreation Department staff to obtain medical treatment for the above named. I give permission for myself or my child to appear in media/promotion materials approved by the Village of Hartland.

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

**TOTAL**

\_\_\_\_\_ Check (payable to Village of Hartland)  
 \_\_\_\_\_ Cash  
 \_\_\_\_\_ Credit Card \_\_\_ MasterCard \_\_\_ Visa  
 Expiration Date: \_\_\_\_/\_\_\_\_  
 Payment Amt \_\_\_\_\_  
 Card #: \_\_\_\_\_  
 Card Holder Name: \_\_\_\_\_  
 Signature \_\_\_\_\_

# Village of Hartland Recreation Department

## Before and After School Program - Registration Form

Before School Care is held on all scheduled days of school from 6:00 - 8:40 am. After School Care is provided on all regularly scheduled days of school and on Early Release Days. After School Care begins once the school day ends and goes until 6:00 pm.

Registrations need to be taken or mailed to Village Hall, 210 Cottonwood Ave, Hartland. Any questions please contact Kelli Yogerst, Recreation Director, at [kelly@villageofhartland.com](mailto:kelly@villageofhartland.com) or 262-367-0352.

Payer Name \_\_\_\_\_

Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Student's Name \_\_\_\_\_

MALE or FEMALE (circle) Birth Date (MM/DD/YYYY) \_\_\_\_\_

Please circle yes or no. My student needs reasonable accommodations to enjoy this program: Yes or No.

If yes, would you like for us to contact you to share specific details. *Yes, please contact me. No, you do not have to contact me.*

### Before / After School Program - Emergency Information

**Allergies (medical or non-medical):**

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**Pre-existing medical condition (applicable to program activities):**

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**Medications:**

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**Other:**

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### **Emergency Contacts:**

**Name:**

**Relation:**

**Phone Number:**

1.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3.) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# Village of Hartland Recreation Department

## Before and After School Program

The following is a tentative schedule of what a morning and afternoon is like for your child at Before and After School Care. This schedule is subject to change.

### **Mornings, 6:00 am - 8:30 am**

#### **Quiet Time, 6:00 am - 7:30 am**

Quiet play, reading or homework time. The majority of our participants start to arrive between 7:00 am and 7:30 am. During this time, participants may read, play a game with the staff, color or do some form of a quiet activity.

#### **Gym Time, 7:30 am - 8:30 am**

Participants will play an organized activity and have free time in the gym.

#### **Dismissal, 8:30 am**

Participants will be dismissed to the playground in order to line up. For those who eat breakfast at school, they will be dismissed to the lunch room.

### **Afternoons, 3:45 pm - 6:00 pm**

#### **Snack Time, 3:45 - 4:15 pm**

Participants arrive between 3:45 - 4:00 pm. When they arrive, they will be able to have their snack that they brought from home. They may also start working on their homework. This is also when staff will check to make sure everyone that is signed up is there. If a child is on the roster, but has not checked in, staff will check with the school to see if they were absent from school. If the child was not absent and didn't show up staff will call home.

#### **Playtime, 4:15 - 5:15 pm**

Participants will, depending on the weather, go outside to the playground or the gym for free time and/or to play an organized activity.

#### **Homework Time, 5:15 - 6:00 pm**

Participants will be allowed to work on homework and get assistance from the staff if needed. If they do not have homework, they may play board games, color, read or do any other activity that is quiet and will not disturb those who are working on their homework.

Any questions in regards to the schedule may be directed to Kelli Yogerst, Recreation Director.  
262-367-0352 or [Kelliy@villageofhartland.com](mailto:Kelliy@villageofhartland.com).