



Holy Family Regional Catholic School

CARES Daily Dismissal Authorization Form 2019/2020

[One-time use only. Not intended for weekly use.]

List all students' names & grades

Grade

Grade

Grade

Grade

Grade

This form is only to be used once for students that follow a routine, daily schedule for dismissal!

Clearly "X" each day's box that the student(s) will regularly attend *AfterCare* all year.

2019/ 2020	Monday	Tuesday	Wednesday	Thursday	Friday
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

I hereby pre-schedule my child/children to regularly attend Holy Family RCS *AfterCare* Program each scheduled school day as indicated above for the remainder of the 2019 - 2020 school year. I agree to adhere to the following provisions:

- I understand and agree that my child/children will not be dismissed at the end of the school day via any other means without **timely written or email notification** from an authorized parent or guardian (Attention: *AfterCare*).
- Changes to this routine must be the exception and not the norm.
- Timely, advance notice of a change of dismissal must be communicated in writing or email to *CARES*.
- **Late-day change of dismissal notifications** must be directed to the school's main office [610 494-0147 ext.3] and **instructions must be left with a live person. Never leave late-day changes on voicemail or email—they might not be reviewed in time prior to dismissal.**
- I understand that if this attendance routine changes, then a **new**, signed & dated form must be submitted with the **new** dismissal schedule.
- A pattern of deviation from this schedule will result in this form being voided. You will be notified that weekly pre-scheduling will be required.
- **Online prepayment is required. Balances due may not accrue.** Payments shall be made online. Payments are non-refundable and may be made on a weekly, biweekly or monthly basis.
- Failure to prepay will result in application of Drop-In fee.
- Prepayment is due by the Friday prior to the following week's prescheduled attendance. Or, prepayment is due the last scheduled day of the school week prior to a scheduled closure for a holiday or break. Prepayment is due the next scheduled school day when an unscheduled closing occurs on the prepayment scheduled due date. Late fees apply.
- In the interest of your child's safety, a pattern of failure to adequately and timely communicate dismissal changes to *CARES* and/or school faculty and staff can result in the suspension of the use of *CARES* services.

This CARES dismissal schedule will be shared with each child's teacher.

Parent/Guardian Signature [Required]

Date [Required]