



**Please fill out registration form online (click on link at 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, 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.

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.

Registration Form

Cragmont PTA Afterschool Enrichment Classes

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.**

Child's name: _____ Grade: _____ Teacher/Rm #: _____

Mailing address: _____

Parent/Guar 1: _____ Parent/Guar 2: _____

Phone: (H) _____ (W) _____ Phone: (H) _____ (W) _____

Cell: _____ Cell: _____

Email: _____ Email: _____

Emergency Contact: _____

Day	Class Section	Tuition Fee	Is the student enrolled in LEARNS?	Name and phone number(s) of person who will pick up child or LEARNS*
M				Name: Phone(s):
T				Name: Phone(s):
W				Name: Phone(s):
Th				Name: Phone(s):
F				Name: Phone(s):

*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 Tuition Fees (total from above) \$ _____

Donation to Scholarship Fund (optional) \$ _____ (This portion is fully tax-deductible.)

TOTAL FOR SESSION \$ _____

Please make checks payable to **Cragmont PTA**, and write "Enrichment class" and your student's name on the memo line.

I am requesting a scholarship (Please obtain a Scholarship Request Form from the school office.)

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.

Parent/Guardian Signature: _____ Date: _____

If you have questions, please contact the PTA Enrichment Team (ptaenrichment@cragmont.org)

Scholarship Request Form

Cragmont PTA Afterschool Enrichment Classes

(You only need to complete this form if you want to request a scholarship.)

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. The PTA is offering a limited number of scholarships on a sliding scale, based on each family's ability to pay.

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. You will be notified by email or phone if your child is enrolled in a requested class.

I am able to pay \$ _____ or _____ not at all.

Please make out checks to Cragmont PTA. Check amount \$ _____ Check # _____

Please list classes in order of priority:

Parent/Guardian signature