



Freedom Crossing Academy

Extended Day Enrichment Program

2026-2027 Registration Form

Non-Refundable Registration Fee \$85.00 per child
 Advanced Registration for next school year
 *(\$75.00/child if registered from April 1st-May 22th)

STUDENT ALERTS

Please check here, detail in section below:

Medical

Legal (court documents must be present)

IEP

504

Program Needed: (Please Only Select One):

AM Morning Care Only AM/PM Morning & Afternoon Care PM Wednesday Care Only

PM Afternoon Care Only St Johns County School District Employee

Child's Name _____
 (Last) (First) (Middle Initial) (Nickname)

Child's Birthday _____ Gender: Male Female Grade _____ Teacher _____

Child resides with: Both Parents Mother Father Other Name of Guardian _____

Parent/Guardian:

1. Name _____ Relationship _____

Address _____ Email _____

Cell# _____ Work# _____ Employer _____

2. Name _____ Relationship _____

Address _____ Email _____

Cell# _____ Work# _____ Employer _____

3. Name _____ Relationship _____

Address _____ Email _____

Cell# _____ Work# _____ Employer _____

4. Name _____ Relationship _____

Address _____ Email _____

Cell# _____ Work# _____ Employer _____

Alternate Pick Up/Emergency Contact List:

I authorize the staff of Freedom Crossing Academy Extended Day to allow the following persons to pick up my child from Extended Day. They may also be contacted in the event of an emergency such as illness or accident. **(Must have at least one contact listed).**

Name _____ Relationship _____ Phone _____

Name _____ Relationship _____ Phone _____

Name _____ Relationship _____ Phone _____

Medical Information:

Physician's Name _____ Phone _____

Address _____

List of Allergies, Medical Concerns, and/or special Needs: _____

Authorizations for Emergency Care: In case of accident or serious illness, I hereby authorize Freedom Crossing Academy Extended Day to provide the necessary immediate care. In the event that they are unable to reach me, I hereby authorize the contact of Emergency Services.

Initials _____

Medical Alert Disclosure

If your child has an "ALERT" marked on their registration sheet, a detailed explanation will be on the group leader's attendance sheet. This is a continued effort to keep every group leader aware of every child's medical or legal concern. We are aware of the sensitive nature of this information; therefore one copy (the Group Leader's copy) will have detailed information about your child's "ALERT" while the other copy (parent check-out copy) will not have any detailed information. While our staff recognizes that this information is a private matter, there is always a chance that the other students may observe the information on the attendance sheet due to the close interaction that the students and group leaders have. For the purpose of my child's safety,

_____ I AM IN AGREEMENT with the "ALERT" disclosure

_____ I AM NOT IN AGREEMENT with the above disclosure and request that my child's information may not be disclosed on the group leader's attendance sheet.

General Release of Liability

The undersigned agrees to release and forever discharge Freedom Crossing Academy Extended Day Program and the St. Johns County School Board, their officers, servants, agents and employees from all claims and demands, rights and causes of action of any kind the undersigned now has or hereby may have on account or in any way arising from personal injuries and/or property damage known or unknown to the undersigned at the present time that results from an occurrence which may happen to the below stated child/children during time spent in the FCA EDP, barring proven supervisory neglect.

Initials _____

FCA Extended Day Program Rules, Regulations and Payment Schedule

I have read and understand the rules, regulations and payment schedule of the Freedom Crossing Academy Extended Day Program as explained in the FCA Extended Day Information.

Initials _____

Photograph Consent

I give FCA Extended Day consent to photograph or videotape my child. These photos/videos will be used solely for the FCA Extended Day, and possibly the FCA Yearbook or FCA Extended Day Website. No names will be used on the website.

Initials _____

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Important Information Check List

Please initial each item

Pick-Up Procedures:

_____ Each student must be signed out and picked up by someone on their approved pick-up list. ID is required to be shown when a new person is picking up. Students will not be allowed to walk or ride bikes home without an escort from someone on the approved pick-up list.

Dismissal Changes:

_____ It is the parent's responsibility to change your student's dismissal on Raptor. If it is too late to change on Raptor it is the parent's responsibility to notify the student's teacher AND the extended day office of any transportation changes.

Late Pick-Up Policy:

_____ Each student must be picked up by 6:00pm. At 6:01 pm and after, you will be asked to sign a late pick-up sheet and pay \$5.00 per minute until pick-up person's arrival. Please make backup arrangements in the event of an emergency. After 3 late pick-ups you will be asked to make other arrangements for after-school care that better suits your needs.

NSF Checks:

_____ Checks returned by NSF for any reason will be subject to processing fees from Envision, who handles all returned checks.

Phone/Electronics:

_____ There are no phones or electronics allowed during extended day, at any point during the day. If your child is caught with a phone or electronic device, it will be confiscated by their leader and given to the guardian picking up the child at dismissal.

Movies:

_____ PG Movies may be shown in Extended Day. We carefully review these movies before to ensure that there is nothing inappropriate for K-8th grade aged kids. If your child is allowed to view PG movies please initial. If you do not want your child to view PG Rated Movies, please do not initial and alternative arrangements will be made.

Potty Training:

_____ All Students taking part in extended **must be potty-trained or self-sufficient when bathroom needs arise**. Children maybe admitted, based upon their needs and appropriateness of the program for the child.

Personal Belongings:

_____ We do not allow any outside belongings during extended day. If your child is bringing something in for school, with approval from their teacher, they must keep that item in their backpack during extended day. Any items lost, broken or stained will not be extended days responsibility to replace.

Daily Recess & Snack:

_____ The children alternate using playgrounds, basketball courts, fields, and other areas. A nutritious snack will be provided for your child and is included in the extended day fees. If your child has an allergy or specific dietary needs, you may pack your child a separate snack or bring some in for us to have on hand.

Homework:

_____ Approximately 30 min of quiet homework time or reading time is offered Monday-Thursday. Staff provide supervision but cannot offer one-on-one academic assistance. Students must bring all homework materials as they cannot return to classrooms. Each group, k-5 thru 5th grade will also be scheduled to have computer lab times 2x's a week. They will have time to work on Lexia and IXL math.

Early Withdraw Policy:

_____ A two-week notice is required, in the event of early withdrawal from the Extended Day Program. All tuition payments paid prior to withdrawal will be forfeited. You must submit your request to withdraw via email. We cannot guarantee that a space will be available should you decide to re-enroll your child following their withdrawal.

Illness:

_____ If a student arrives sick or becomes ill during Extended Day, a parent or guardian will be contacted and must pick up student promptly.

Kindergarten Students:

_____ During staggered start, kindergarten students may attend Extended Day only on their assigned school days. Students will be escorted by staff to the cafeteria to check in and begin the afternoon activities. Please send an extra change of clothes in with your child.

Behavior Expectations:

_____ Students must be Focused on Safety, Committed to Responsibility, and Always Respectful. Since the staff-to-student ratio is 1:25, following rules is a requirement for staying in the program. Students who do not follow the FCA Way will be subject to the following:

1. Informal Warning:

Verbal warning and/or time-out. Parents may be notified.

2. First Incident

Student completes a "Character Check." Parents are notified. Signed documentation is required and kept on file.

3. Second Incident

Student completes a "Character Check" and may be reassigned or supervised by administration. Parents are notified (conference as needed). Signed documentation required. Possible suspension (up to 1 week).

4. Third Incident

Parent conference required. Signed documentation required. Student may be suspended (1 week) or expelled.

5. Fourth Incident

Parent conference required with signed documentation. Student may be disenrolled from the program.

Note: Consequences may be escalated based on severity. Immediate suspension or expulsion may occur if safety is threatened. No refunds or credits will be given for suspensions.