



Runkle Extended Day
 50 Druce Street
 Brookline, MA 02445
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 Toby_Greenfield@brookline.k12.ma.us

RED APPLICATION FOR ADMISSION 2009-2010

Please answer every question in print or type. If questions are left blank, it will delay the processing of the application. One application per child.

INFORMATION ABOUT YOUR CHILD: Grade Sept. 09 _____
 Last name _____ First name _____
 Address _____ Phone _____

Identifying Information (required by the Office for Children): Date of birth: _____
 Eye color _____ Hair color _____ Skin color _____ Gender _____
 Height _____ Weight _____ Identifying marks _____
 (Feel free to attach a photo)

Does your child require any additional accommodations or support services to be successful in this program? If so, please explain: _____

Are there any special circumstances or needs that your family has that the program should know about in considering your application for Runkle Extended Day? _____

TEACHER CONFERENCE PERMISSION: I give permission for RED to have regular conferences with my child's classroom teacher and Runkle School administration so that they may better understand my child's social, emotional and intellectual needs and thus be more effective in meeting those needs. **Yes** _____ **No** _____

In accordance with guidelines endorsed by the Brookline School Committee, priority admission to Runkle Extended Day will be given to children of working parents, students, or those who are in employment programs. My/ Our work, student or training status qualifies me/us for priority admission to RED. Yes ___ No ___

1. PARENT/GUARDIAN
 Name _____
 Relationship to child _____
 Address _____
 Home phone _____
 Employer/School/Training/ _____
 Address _____
 Phone _____
 Email _____

2. PARENT/GUARDIAN

Print name of parent responsible for tuition and fees payable to RED: _____

EXTENDED DAY SCHEDULE REQUESTED FOR 2009-2010 (please check one):

After-school (K-7): Monday - Friday from 2:20 - 6:00pm

Preschool: Monday - Friday from 11:15 - 2:00pm

PLEASE CIRCLE DAYS REQUESTED: M T W TH F

(minimum of 2 days required for enrollment)

IMPORTANT POLICIES: Please read this page carefully and sign at the bottom. Additional and more detailed policies are in the RED handbook.

APPLICATION DEADLINE & FEE: All applications must be completed in full and returned with a **\$50.00 application fee** (additional child payment of \$20).

Preschool and Kindergarten due: **May 8, 2009**

After-school (Grades 1-7) applications due: **May 15, 2009**

Acceptance notification: **June 5, 2009**

DEPOSITS/WITHDRAWALS: Deposit of one month tuition due: June 12, 2009. After you pay your deposit, if you wish to withdraw your child from the program or reduce their number of days, you will be required to pay tuition for your original number of days through December 31, 2009. You may withdraw/change enrollment for the second half of the year by requesting the change in writing between **December 1 – December 22, 2009**. If you wish to withdraw/change enrollment after January 1, 2010, you will be required to pay tuition for your current number of days through the end of June 2010. All scheduling changes must be done in writing and include a **\$25.00 processing fee per schedule change**.

NO DELINQUENT ACCOUNTS: Families with delinquent accounts will not be permitted to submit applications. Exceptions may be made to this policy. Please contact the Director.

NON-DISCRIMINATION: RED admits children in grades preschool through seven of the Runkle School regardless of race, sex, sexual orientation, religion, national origin, political beliefs, handicap, cultural heritage, financial status, or parents' marital status.

TUITION: Monthly/Annual Tuition Rates for 2009-10 for five days weekly:

PRESCHOOL	(11:15am - 2:00pm)	\$408/\$4,080
KINDERGARTEN:	(2:20 - 6:00pm)	\$515/\$5,150
GRADES 1- 7:	(2:20 - 6:00pm)	\$495/\$4,950

Families experiencing financial difficulties may apply for tuition assistance. Application for tuition assistance deadline: June 15, 2009

PLEASE CHECK HERE IF YOU WISH TO REQUEST A FINANCIAL AID FORM []

ADDITIONAL FEES: are not included in the tuition rate and are assessed for early release days, low attendance and vacation week programs, schedule changes, late payment and pick up.

I confirm that I have read this form and supplied accurate information. I will also make sure that my child's medical record (and in the case of children under age seven evidence of lead screening test within the past three years) is on file with the Runkle School or with the Early Childhood Office or the Brookline Public Schools at the start of the school year.

PARENT / GUARDIAN SIGNATURE: _____ DATE _____