



## Out of School Care Waitlist Registration Form

**Select all that apply**

- Current/Past Board Member
- Currently Enrolled at Sunflower
- Sibling Enrolled at Sunflower

**Date Registration Received:**

\_\_\_\_\_

**Child's Name:**

\_\_\_\_\_

### **Information**

A child is considered “on the waitlist” when a Waitlist application form is signed and returned to Sunflower.

No registration fee is required for the applicants on the waitlist, if you receive a spot you will be required to pay a \$75 annual registration fee to be a member of Sunflower Early Learning Society.

Priority Spots become available to persons on the Wait List only after the following priority groups have been admitted:

- I. Children already attending Sunflower Before and After School care are given priority for program selection, if spots are available in that program.
- II. Siblings of those children currently attending SELS.
- III. Children of present or past Board Members at Sunflower having served a minimum of 1 year on the Board
- IV. Priority will be given to full time registration

**Date of the application:** your child's place on the waitlist is also determined by the date we receive your waitlist form. Beginning at the top of the list, parents are notified via email when a space is available for their child. Parents are given 72 hours to notify us of their decision to either accept or decline the enrolment. If parents fail to contact us within the 72- hour period, the assumption is made that the family is no longer interested in our program and the child's name will be removed from the waiting list. If the space is declined, the child's name is removed from the waiting list. Because of this, it is very important to keep us up to date with changes to contact details (e.g. email address and phone numbers).

**Future Enrolment: It is NEVER too early to start thinking about registration.** There is a shortage of spaces in our community for before and after school care. Many programs carry exceptionally long waitlists. Contact us as soon as possible to get on our waitlist for your best chances to get a spot for your child when it is needed.

Your child's sequence on the wait list may change according to the Priority List.



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Desired start Date: \_\_\_\_\_

Please indicate which days your child requires care (minimum 2 days):

	Mon	Tues	Wed	Thurs	Fri	Camps (Summer/Spring/Winter)
<b>AM</b>						
<b>PM</b>						

Child's Full Name: \_\_\_\_\_

DOB: \_\_\_\_\_

School Child Attends/Will be attending: \_\_\_\_\_

Parent's Full Name: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Office Use – Contact Schedule**

Date Contacted	Method	Notes