



ST. FRANCIS BORGIA
CATHOLIC SCHOOL

St. Francis Borgia Childcare is designed to provide supervision and safety for your school-aged children in a Christian setting.

**Our program is open to all school-aged children
3 years old – 8th grade.**

Hours of operation: 7:00am - 6:00pm

Summer hours: 7:30am - 5:30pm

**Fees: \$25.00 Registration fee
 \$5.75 per hour (contracted)
 \$6.50 per hour (un-contracted)**

**For more information, please call
St. Francis Borgia Childcare at 262-377-4990**



ST. FRANCIS BORGIA
CATHOLIC SCHOOL

**ST. FRANCIS BORGIA CHILDCARE
REGISTRATION FORM 2019-2020**

Child's Name _____ Grade (2019-20) _____
Address _____
City/Zip _____
Phone _____ Date of Birth _____

Mother's Name _____
Address _____
City/ Zip _____ Phone _____

Father's Name _____
Address _____
City/ Zip _____ Phone _____

Child resides with (Check one) _____ Both Parents _____ Mother _____ Father

Days/ Sessions/ Times attending (Indicate times on all that apply)

HOURS OF ATTENDANCE

Monday _____ - _____

Tuesday _____ - _____

Wednesday _____ - _____

Thursday _____ - _____

Friday _____ - _____

Please check one:

_____ **CONTRACTED** (Contracted fee will be set for entire trimester based on days and times needed)

_____ **UNCONTRACTED** (billed monthly for hours used)

Start Date _____ Email Address _____

Parent/Guardian Signature _____ Date _____

Please return this completed form, along with \$25.00 per child registration.

Office use: Date received _____ Reg. Fee: Cash _____ Check # _____



ST. FRANCIS BORGIA
CATHOLIC SCHOOL

St. Francis Borgia Childcare Toileting Policy

As we are not licensed to change children in our childcare, children enrolled in St Francis Borgia Childcare must be toilet trained before attending our program.

St. Francis Borgia Childcare defines toilet trained children as:

- No longer wearing diapers or disposable underwear(pull-ups)
- Can tell the teacher when they need to use the bathroom
- Can attend to their own hygiene

If a child is not completely toilet trained as described above when their contracted childcare session begins, the parent may choose one of the following options:

- Temporarily withdraw the child from childcare until he/she is toilet trained.
- Withdraw the child from childcare. Registration fee and contracted session fee is not refundable, however.

Accidents

We realize that from time to time accidents will happen. Accidents by definition are unusual incidents of soiled pants with either urine or feces to the extent that the child is unable to clean himself/herself independently and/or the clothing is unsanitary for the child to wear or for others in the classroom to be exposed to. If a child has a bowel movement in his/her underwear, the parents/guardians will be called to the school to come and change the child within a reasonable timeframe.

Students who have more than two accidents in a month are considered to not be toilet trained, and the following procedures will be used:

- Parents/Guardians will be notified by the childcare staff regarding the concerns with the accidents occurring at the childcare.
- The family will remove their child from the childcare setting for a minimum of two weeks, so that toilet training can take place in a more appropriate setting (and the child is ready to return to childcare).

If after returning to childcare from the two week toilet training period, the child continues to have accidents, the child may be removed from the childcare.

We have read and understand this Toilet Training Policy and agree to comply with it.

Child's Name (printed) _____

Parent's Name (printed) _____

Parent's Signature _____ Date _____