



# Newark Unified School District Non-Enrolled

## Transitional Kindergarten Early Release Application

5715 Musick Avenue, Room 21  
Newark, CA 94560-2554

Phone: 510-818-4159 Fax: 510-791-5004  
www.newarkunified.org

2024-2025 TK Early Release

I wish to enroll my child(ren) in Child Care at \_\_\_\_\_ Elementary for the 2024-2025 school year.

Child #1 Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Child #2 Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Child #3 Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Children will be accepted into the Child Care program regardless of sex, race, religious affiliation or national origin, providing the program meets the needs of the child.

The Newark Unified School District Transitional Kindergarten (TK) early release Child Care Contract is for families who need Child Care for TK students who are released early (12:10/12:25 at BGP) until 3:00pm.

### **TK early release child care covers the following hours**

#### **Birch Grove Primary**

- 12:25 pm until 3:00 pm Monday through Friday

#### **Kennedy, Lincoln, Coyote Hills and Schilling**

- 12:10 pm until 3:00 pm Monday through Friday

1. A Disaster Release and Emergency Information form per child will be required for this contract.
2. If a child remains at the Child Care Center past 3:05 PM, a charge of \$25.00 for 1 to 15 minutes and \$1.00 for each additional minute up to 60 minutes will be due immediately.
3. The Newark Unified School District Program cannot assume responsibility for the child until he/she has been signed in by a parent. A parent/guardian must sign in each child, unless they come directly from school. A parent/guardian must sign out each child when picking up. If a child must be released to another adult, the parent/guardian must send written authorization unless they are already on the emergency form.

4. Children who attend the Newark Unified School District Child Care Program are required to follow school rules. If a student is suspended from school, on in-house suspension, etc., he/she cannot attend Child Care for the duration.
5. Enrollees are subject to the regulations of the Newark Unified School District Child Care policies and procedures.
6. Please return your application by e-mail to: [childcareinfo@newarkunified.org](mailto:childcareinfo@newarkunified.org)
7. If you have any inquiries, please email us at: [childcareinfo@newarkunified.org](mailto:childcareinfo@newarkunified.org) or please call us at 510-818-4103 ext. **4138** (Marlene), ext. **4223** (Patricia), or **4159** (Ofelia)

**Parents/Guardians:** Please provide the following information and return this enrollment contract to the NUSD Child Care Office. **By signing, you agree to follow the enrollment agreement policies and procedures outlined above and as outlined in the NUSD Child Care Handbook.**

Please circle your preferences:

<b>NUSD Child Care Needs</b> Circle all days that apply	<b>Enrolled in Think Together?</b> (3:00pm – 6:00pm)
<b>M T W T H F</b>	<b>YES / NO</b>

Guardian #1 Name: _____	Relationship: _____
Home Address: _____	Home #: _____
City, State, Zip: _____	Cell #: _____
Legible Email: _____	Work #: _____
Signature: _____	Date: _____

Guardian #2 Name: _____	Relationship: _____
Home Address: _____	Home #: _____
City, State, Zip: _____	Cell #: _____
Legible Email: _____	Work #: _____
Signature: _____	Date: _____

<b>TO BE COMPLETED BY NUSD CHILD CARE STAFF ONLY</b>		
<b>Notes:</b>	<b>Number of Children:</b>	<b>Start Date:</b> _____
	<b>Customer #:</b>	<b>Date Activated:</b> _____