

Boys & Girls Club of Oyster Bay-East Norwich  
The Bahnik Youth Center  
1 Pine Hollow Road, Oyster Bay, New York 11771 516-922-9285

**Early Registration  
School-Age Child Care Programs 2024-2025**

**IMPORTANT INFORMATION**

Memo To: Before and After School Program Parents  
From: Child Care Director  
Re: Registration Information 2024/2025 School Year  
Date: January 26, 2024

**Before and After School Program – Grades K-6**

We are offering an early registration option to families whose children are currently enrolled or on our waitlist in our Before and/or After School Child Care Program(s), as well as their siblings.

The early registration window is available Monday, February 5<sup>th</sup>, through Friday, March 8<sup>th</sup>. Thereafter, registration will open to the general public beginning Monday, March 11<sup>th</sup>. In order to secure a space in the program, a non-refundable deposit of \$50.00 per program, per child, is due at the time of registration, which will be applied toward September tuition. Registration may be completed in person or by mail, and will be on a first-come, first-served basis. **Please remember that there are only a limited number of seats available on the bus so please don't delay.**

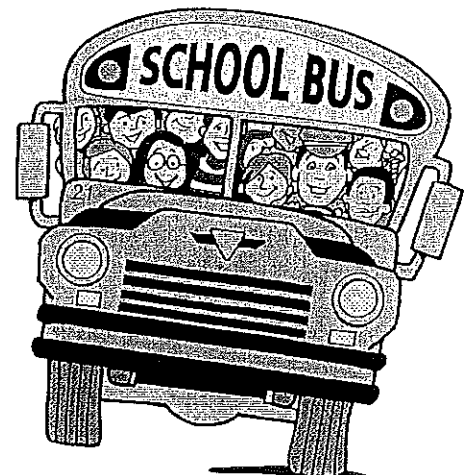
An email confirmation will be sent advising you that your child(ren)'s spot(s) in the program(s) has been reserved. Please mark your calendars to reflect that the balance of September tuition payments will be due on or before Friday, July 19<sup>th</sup>, 2024. Please feel free to contact me, if you should have any questions in regard to the above, at (516) 922-9285, ext. 19. Ayuda en ESPAÑOL: Llame a Cathy Barrundia, al 516-922-9285, Extensión 1.6, o por correo electrónico a [cbarrund@bgcoben.com](mailto:cbarrund@bgcoben.com). Gracias.

**Instructions to Parents/Guardian:**

For your child's well-being, the information you provide must be complete and accurate. This information is also necessary to maintain funding, state compliance and records for the Boys & Girls Clubs of America. Registration in the Before and/or After School Program will not be accepted without all forms being completed, deposit being included, and additional items listed below being submitted. Please check off each box below as you complete each section. Thank you.

**Registration Checklist, please be sure to submit the following:**

- Child Care Program Registration Form 2024-2025
- Non-Refundable Deposit; \$50.00 per program, per child
- Credit Card Authorization Form, if applicable





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**School-Age Child Care Program Registration Form 2024-2025**

Please assist us by carefully reading ALL information on this form. It is very important that you carefully adhere to instructions so as to assure your child's/children's enrollment. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. Please print information clearly.

**Enrollment:**

**Child's Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Gender:  Girl  Boy

School as of 9/2024: \_\_\_\_\_ Grade as of 9/2024: \_\_\_\_\_

Before School Program (Grades K-6) – Part-Time Start date: \_\_\_\_\_

Before School Program (Grades K-6) – Full-Time Start date: \_\_\_\_\_

After School Program (Grades K-2) Start date: \_\_\_\_\_

After School Program (Grades 3-6) – Part-Time Start date: \_\_\_\_\_

After School Program (Grades 3-6) – Full-Time Start date: \_\_\_\_\_

**Child's Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Gender:  Girl  Boy

School as of 9/2024: \_\_\_\_\_ Grade as of 9/2024: \_\_\_\_\_

Before School Program (Grades K-6) – Part-Time Start date: \_\_\_\_\_

Before School Program (Grades K-6) – Full-Time Start date: \_\_\_\_\_

After School Program (Grades K-2) Start date: \_\_\_\_\_

After School Program (Grades 3-6) – Part-Time Start date: \_\_\_\_\_

After School Program (Grades 3-6) – Full-Time Start date: \_\_\_\_\_

**Child's Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Gender:  Girl  Boy

School as of 9/2024: \_\_\_\_\_ Grade as of 9/2024: \_\_\_\_\_

Before School Program (Grades K-6) – Part-Time Start date: \_\_\_\_\_

Before School Program (Grades K-6) – Full-Time Start date: \_\_\_\_\_

After School Program (Grades K-2) Start date: \_\_\_\_\_

After School Program (Grades 3-6) – Part-Time Start date: \_\_\_\_\_

After School Program (Grades 3-6) – Full-Time Start date: \_\_\_\_\_

**Household Information:**

**Parent's Last Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_

**Mobile Telephone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Parental Authorization:**

I have received a copy of Boys & Girls Club of Oyster Bay-East Norwich's Payment Policies and Agreement for Child Care Programs 2024/2025. I have fully read and understand the policies, rules, and expectations outlined therein.

I would like to receive B&GC emails, as well as alerts through a private mobile messaging platform, "REMIND ME." To join, text @bgcoben to 81010.

My signature below indicates I have read and consent to ALL of the above information, and hereby give approval for my child(ren) to attend the Boys & Girls Club.

Parent's or Guardian's Name: \_\_\_\_\_

Parent's or Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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**Credit Card on File - Payment Authorization**

If you would like the convenience of having your tuition and/or program fees automatically charged to your credit card, simply complete the form below and submit same to the Boys & Girls Club. Please note this card will remain on file until it expires, or the card holder asks for it to be removed.  
 30.

Child's Last Name/First Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Child's Last Name/First Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Child's Last Name/First Name: \_\_\_\_\_ Grade: \_\_\_\_\_

I hereby authorize the Boys & Girls Club to charge the credit card listed below for payment. If my child is enrolled in the Before and/or After School Program, I understand and accept that the Boys & Girls Club will charge my account automatically on the third Friday of every month for my child/children's upcoming monthly tuition. For all other programs and activities, this card will be charged after enrollment has been processed.

Last Name of Credit Cardholder: \_\_\_\_\_ First Name: \_\_\_\_\_

Billing Address, City, State, Zip: \_\_\_\_\_

Mobile Telephone: \_\_\_\_\_

Card Type (circle): **Visa**    **MasterCard**    **American Express**    Expiration Date: \_\_\_\_\_    **CRV:** \_\_\_\_\_

Account Number:																			
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This card should be listed as the primary card on my account for all purchases \_\_\_Yes    \_\_\_ No

Please remove any other cards listed on file for my account. \_\_\_Yes    \_\_\_ No

I certify that I am an authorized user of this credit card, and that I will not dispute the payment with my credit card company; so long as the transaction corresponds to the terms indicated on this form. I authorize Boys & Girls Club to capture my credit card information and securely store my credit card on file. This credit card will be kept on file and will remain in effect until the expiration of the credit card account. Applicants may revoke this credit card on file by submitting a written request to the address at the top of the form. A new form must be submitted if any information changes, such as credit card expiration date, etc. Applicants agree to pay the cost for any returned or challenged payments.

Cardholder's Signature: \_\_\_\_\_ Date: \_\_\_\_\_