

# LUNCH-TIME SUPERVISION SERVICE REGISTRATION FORM

School: \_\_\_\_\_

School Year: \_\_\_\_\_

Lunch-time supervision service is offered by the school so students have a safe place to have lunch. The cost to provide this service to families is shared between the school and parents. All students who stay at school for lunch must register for lunch-time supervision in September and again in February at or before the beginning of each school semester. Students must complete the [Alberta Health daily checklist](#) before attending school each day. If there are any "yes" responses, students must follow the requirements as outlined in the checklist.

The personal information collected on this form is to manage and provide a lunchroom program, and is authorized under the provisions of the *Education Act* and its regulations and also under Section 33(c) of the *FOIP Act*. If you have any questions or concerns regarding the collection or intended use of this information please contact the school principal.

## COMPLETE THIS FORM TO REGISTER YOUR CHILD FOR LUNCH-TIME SUPERVISION SERVICE (ONE FORM PER CHILD)

### STUDENT INFORMATION

Name of student

Grade

Class

Please indicate how often your child will participate in the school lunch-time supervision program:

☐ Full-time

☐ Regular part-time (a pro-rated fee, based on usage)

☐ Drop-in/Occasional

Please indicate when you will be using the service:

To access drop-in services, please contact the school office

For the period (check only one):

☐ September 2021–January 2022

☐ February 2022–June 2022

### PAYMENT INFORMATION

A per-student fee for the service will be set after the start of the semester using the Division fee formula. You will be advised of the fee once it has been calculated. In accordance with Edmonton Public Schools' [Administrative Regulation HH.AR](#), the lunch-time supervision service fee per user shall not exceed each user's proportionate share of the cost of the service.

☐ I will pay lunch fees as scheduled by the school (monthly or semi-annually)

☐ I will pay for drop-in services as I use them

OR

☐ I require an alternate fee payment form to reduce my lunch-time supervision service fee. This form is available through the school office.

☐ I qualify for a fee exemption (Administrative Regulation HH.AR) because:

☐ My child attends our designated attendance area school or special needs Division Centre program and we pay yellow bus fees.

☐ My child is in full-day Kindergarten.

☐ During lunch, my child continues to receive programming and support within the special needs Division Centre program.

### SIGNATURE OF PARENT/GUARDIAN

By signing and submitting this form, I am registering my child in the school's lunch-time supervision service program and agree to all terms outlined in this form. All students registered for lunch-time supervision are expected to follow the school's behaviour code of conduct expectations. I understand that I must provide the school with my child's most recent medical and allergy information.

Signature

Date

Print name