Dear Parents/ Guardians,

Before and after care registrations will begin on April 1, 2020.

Registration must be completed by September 1, 2020 in order for your child to start the 1st day of school (space permitting).

The registration process must be completed online only by logging on at

https://register.communitypass.net/fairlawn

Below are the directions to complete the registration process:

1) If you do not have a Community Pass account create one & add all children you wish to enroll.
   • If you already have an account with Community Pass please log in
   • You do not need to create an additional account if you have one with another organization. Simply login with your username and password at the above listed website.

2) Select “click to select an activity” under the Fair Lawn Community School (FLBOE).

3) Select “Child Care Programs 2020-2021” and complete all registration steps online.

4) Complete the registration forms and continue (for security reasons, registrations must be at least one week prior to your child(ren) starting the program).

5) There is a required $40 non-refundable registration fee for each child.
   • Credit card payments accepted (check or credit card same price)
   • You may mail or drop off a check or money order.
   • All checks or money orders must be made out to the Fair Lawn Board of Education or F.L.B.O.E.

6) The 1st month’s tuition and registration fee is due at time of registration. All other payments are due by the 25th of each preceding month. Payments not received by the 5th of the month will automatically be assessed a late fee.

7) Any changes to your child’s schedule must be emailed directly to the Community School at least one week prior to the beginning of the month.
   mbombardier@fairlawnschools.org & dsiancas@fairlawnschools.org

8) Childcare programs will be available in each school providing there is sufficient enrollment.

9) Thank you for choosing our programs and if you have any questions please do not hesitate to contact the Community School (201) 794-5450 Ext. 2369.

Visit our website to view the current childcare parent handbook

Visit our website for additional programs offered:

www.fairlawnschools.org/flcs
There is a one-time $40 non-refundable registration fee for each child (includes processing and secondary insurance for any of the following child care programs). One registration fee covers all childcare programs. Monthly tuition is based on the annual fee divided by ten equal payments regardless of the number of days in a particular month. No credit or make-up days will be issued for student absences or days when schools are closed for any reason. Additional Days (as-needed) are $20.00 per day and you must notify the F.L.C.S. Office in advance.

SPACE IS LIMITED!!!

AFTER SCHOOL CHILD CARE: (Kindergarten to grade eight)
3:00 p.m. - 6:00 p.m. Monday through Friday, when schools are in session (middle school starts at 2:51pm). On early dismissal days the children report to the After School Program at the earlier time. (After Care may be cancelled/close early due to unexpected district closures.)

BEFORE SCHOOL CHILD CARE: (Kindergarten to grade eight)
7:15 a.m. - 8:35 a.m. Monday through Friday, when schools are in session (middle school starts at 7:05am) (On delayed opening of school there will be no Before Care that day)

Additional information and policies may be viewed during the online registration or in the childcare handbook <click here for online version>

GENERAL REMINDERS:
- Monthly tuition is due the 25th of each preceding month. Payments received after the 5th are charged a late fee.
- As Needed Payments are due within one week of service and the FLCS must be notified in advance.
- Any changes to your child’s schedule must be emailed directly to the Community School at least one week prior to the beginning of the month. mbombardier@fairlawnschools.org & dsiancas@fairlawnschools.org
- A temporary hold on your child(ren)’s enrollment will be a maximum of one month during the school year.
- A fee of $15 per 15 minutes will be charged for late pickup of children. All fees associated with your account will be levied.
- Credit Cards Accepted (same price) • Checks or money orders must be made out to F.L.B.O.E. • No cash
- 1st month’s tuition and registration fee is due at time of registration.
- Childcare programs will be available in each school providing there is sufficient enrollment.