



OUR LADY OF PERPETUAL HELP SCHOOL

575 Fowler Avenue Pelham Manor, New York 10803
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Registration 2016-2017

Dear Families,

As we begin to plan for the 2016-17 school year, we would like to welcome our new families and thank our returning ones for helping to make OLPH the special school that it is, for without the help of all our families our success would not be possible.

The current lunch supervision program will again be used next year. We are asking all families to please fill out the form below with the days of the week that you are available to do lunch duty so that we can better accommodate everyone's busy schedules. *Specific days will be assigned on a first come first serve basis so get your forms back quickly.* If you are unavailable to cover any days there will again be a **\$100 lunch fee, due with this form. If a commitment is not made and the fee is not paid by the close of school in June the fee will be \$150.00. Missed days will be subject to a \$25 fee plus the assigning of an additional day.** Any funds not used for substitutes are used for school program enhancement.

Each family will be assigned 9 days for the school year. If you are available to do more days please indicate below. Lunch is from 11:15-12:20. It is important that you are here by 11:15 for the start of the lunch period. We will also try to compile a substitute list from which you can call for a replacement should you suddenly become unavailable for your assigned day. Because we have worked hard to accommodate your time needs we ask that if you are unable to be here on an assigned day that you make your own substitute arrangements. *Also, it is important that if you commit to volunteering that you are here on your assigned days. The safety of the children depends on our parent volunteers. When we have to scramble at the last minute for help the children are the ones to suffer. Thank you for keeping their best interest at heart.*

Please submit forms by June 1st

(all forms must be returned regardless of the choice you are indicating below)

Please fill out below

Parent Name: _____

Phone#: _____

Child (Children's) Name(s): _____

Grade(s) (2016-2017) _____

I am available on the following days: _____ (Circle all that apply)

Mon. Tues. Wed. Thurs. Fri.

I am not available and have attached the \$100 fee._____. I am aware that if I do not commit to availability before the end of the school year (6/16/16) and/or pay the fee the fee will go up to \$150.00.

I am available to be a substitute _____ Days I am available M T W TH F (circle days)

Phone # I can be contacted at _____

(Please note that this number will be distributed with the days you are available)

Thank you for your continued support.