



2022-2023 School Year-September 2022-May 2023

BUTTERFIELD PARK DISTRICT  
LEARNING NEST PRESCHOOL



Butterfield Park District 21W730 Butterfield Rd 630-858-2229 Lombard, IL 60148

**Please print** Return this form with the \$100 non-refundable administrative fee to: Butterfield Park District

Child's Name: Birthdate: M ☐ F ☐

Parents' Names: Phone #:

Address: City/Zip:

Email:

I understand that if school is closed due to weather conditions, there will be no programs.  
I understand that I am responsible for payment of the contracted fees, due on the 15th of each month (July and September-April) .  
Refund requests for withdrawal from the program must be received by Butterfield Park District prior to August 1<sup>st</sup> in order to receive a tuition refund.  
The \$100 administrative fee is non-refundable and is due at the time of enrollment. The administrative fee will be processed after May 1st, 2022.  
I agree to pay the amount that corresponds to my child's class as listed.  
The program will assume full responsibility for my child from the time my child arrives at the program location until the end of class upon pick-up.  
If a medical emergency arises the program staff will first attempt to contact me. If I cannot be reached, the staff will follow the procedure preferences I have indicated.  
If emergency attention is needed, the staff will call an ambulance with all expenses being my sole responsibility.  
Rates are subject to change from school year to school year.

I have read and understand the above information.

Parent's signature

Date

CLASS NAME	TIME	DAYS	1 <sup>ST</sup> CHOICE	2 <sup>ND</sup> CHOICE	Monthly Fee
<b>Sparrows (Ages 2-3)</b>					
Sparrows 1 Day	11:00 am-12:30 pm	TH			\$ 60
Sparrows 2 Days	9:00-10:30 am	T, TH			\$115
Sparrows 3 Days	9:00-11:00 am	M, W, F			\$155
<b>Bluebirds (Ages 3-4)</b>					
Bluebirds 3 Days	9:00 am-12:00 pm	M, W, F			\$220
Bluebirds 3 Days	9:00 am-12:00 pm	T, TH, F			\$220
Bluebirds 5 Days	9:00 am-2:30 pm 9:00 am-12:00 pm	M, T, W, TH F			\$585
Bluebirds 4 Days	12:30-2:30 pm	M, T, W, TH			\$205
<b>Owls (Ages 4-5)</b>					
Owls 4 Days	9:00 am-12:00 pm	M, T, W, Th			\$285
Owls 5 Days	12:30-2:30 pm	M, T, W, Th, F			\$270
Owls 5 Days	9:00 am-2:30 pm	M, T, W, Th, F			\$650

Option 1 Payments will be made in 2 equal installments on July 15th and December 15th by check (Each payment will total 50% of yearly fees).  
Option 2 Payments will be made in 2 equal installments on July 15th and December 15th by credit card (Each payment will total 50% of yearly fees). \*  
Option 3 Monthly payments will be charged to the credit card on file on the 15th of the month (July and September-April). \*  
Option 4 Monthly payments will be paid by check or exact cash by the 15th of the month (July and September-April).

\*ActiveNet charges a 3.5% processing fee for all credit card transactions.

Please circle one of the payment options above.

The Butterfield Park District will NOT assume responsibility for accidents or injuries incurred at any program or on park property. It is recommended you review your personal insurance policies for coverage during leisure activities.

As parent/legal guardian, I do herewith authorize treatment by qualified and licensed medical doctor for my son/daughter in the event of a medical emergency, which in the opinion of the attending physician may endanger his/her life, cause disfigurement, physical impairment, or undue discomfort if delayed. This authority is granted only after a responsible effort has been made to reach me.

Parent/Guardian Initials

**General Permission Slip**

I hereby waive for my child and myself the right to assert claims arising out of injury to the child due to participation in, preparation for, or travel to and from any recreation program sport, or activity. I acknowledge that participation in the sport or activities authorized comes with certain risks and are hereby assumed. I relinquish any right, which my child or I might otherwise have for payment of medical costs or other losses beyond whatever insurance I may have.

Parent/Guardian Initials

**Special Instructions**

**Authorization for Medical Treatment**

I, the undersigned, hereby agree to allow the individual named herein to participate in Butterfield Park District activities.

I certify that to the best of my knowledge, the participant named herein is physically fit and able to engage in Recreation Services Division activities.

In case of emergency, I give my permission for emergency medical treatment.

This form shall be considered valid until canceled or changed in writing by the undersigned.

My signature acknowledges that I understand and agree to the above conditions.

**Photo Release Permission**

We will be taking pictures of children frequently for ongoing and end of year projects. Please circle yes or no and initial where indicated. If you circle yes, you agree to allow publication of any photos taken at any program, event, or facility of the Butterfield Park District.

Do we have your permission to photograph your child? Yes No (Circle one)

Parent/Guardian Initials

**Preschool Directory Permission**

Each year we offer a preschool directory of family names, addresses, and phone numbers. This can be used for car pools, birthday parties, playdates, etc. Please circle yes or no and initial where indicated.

Would you like to be added to the Preschool Directory? Yes No (Circle one)

Parent/Guardian Initials

Parent/Guardian Signature

Parent/Guardian Print Name

Date

**BUTTERFIELD PARK DISTRICT EMERGENCY FORM**

TODAY'S DATE \_\_\_\_\_

CHILD'S NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_ AGE \_\_\_\_\_ BIRTHDATE \_\_\_\_\_

PARENT/ LEGAL GUARDIAN \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

WORK NUMBER \_\_\_\_\_

CELL NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

SECOND PARENT/ LEGAL GUARDIAN \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

WORK NUMBER \_\_\_\_\_

CELL NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

PHYSICIAN'S NAME \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

LIST SPECIAL HEALTH PROBLEMS, WHICH THE INSTRUCTOR SHOULD BE AWARE OF, SUCH AS PHYSICAL LIMITATIONS, ALLERGIES, ETC.

SPECIAL INSTRUCTIONS \_\_\_\_\_

PERSONS IN COMMUNITY TO NOTIFY IN CASE OF EMERGENCY OR ILLNESS OTHER THAN PARENTS:

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

My child \_\_\_\_\_ will be discharged to the following:

**NAMES AND PHONE NUMBERS** OF PERSONS WHO MAY PICK UP CHILD OTHER THAN PARENT/LEGAL GUARDIAN

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

I give Butterfield Park District Staff permission to release \_\_\_\_\_  
(Child's Name)

All above listed individuals (including parents or legal guardians) must provide upon request a photo I.D. during the time of sign in/out.

(Parent/Legal Guardian Signature)

(Date)



2022-2023

Butterfield Park District 21W730 Butterfield Road  
Lombard, IL 60148 630-858-2229**AUTO DEBIT FORM**

Complete the information below only if you have chosen option 2 or option 3 from page 1 or if

you would like to pay the \$100 non-refundable administration fee using a credit card.

Cardholder's Name: \_\_\_\_\_

Credit/Debit Card #: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ V-Code (last 3 digits on back) \_\_\_\_\_

Address/City/Zip: \_\_\_\_\_

Participant's name for which auto debit will be used: \_\_\_\_\_

Program Auto/Debit Card is authorized for:

**All Butterfield Park District Programs** Authorized By: \_\_\_\_\_ Entered Into System on: \_\_\_\_\_

Program Name: \_\_\_\_\_ Authorized By: \_\_\_\_\_ Entered Into System on: \_\_\_\_\_

Program Name: \_\_\_\_\_ Authorized By: \_\_\_\_\_ Entered Into System on: \_\_\_\_\_

Program Name: \_\_\_\_\_ Authorized By: \_\_\_\_\_ Entered Into System on: \_\_\_\_\_

Program Name: \_\_\_\_\_ Authorized By: \_\_\_\_\_ Entered Into System on: \_\_\_\_\_

I (we) hereby authorize Butterfield Park District, to initiate debit entries to my (our) credit card indicated above on the due dates for which is agreed upon per program registration. This authorization is to remain in full force and effective until Butterfield Park District has received written notification from me, and/or the expiration of program registration services. Please notify Butterfield Park District with new expiration dates/changes to accounts, etc. Please verify your accounts to make sure payments are being debited and the payment amount is correct. Your monthly billing receipt will now show an approximately 3.5% ActiveNet processing fee. The fee has been initiated by ActiveNet and the Butterfield Park District does not receive any of these funds. We will continue to absorb the transaction fees initiated by using your credit card. Payment by check or cash will not incur the processing fee.

Signature: \_\_\_\_\_