



# Recreation and Community Services Department

## AFTER SCHOOL ENRICHMENT ~ FALL 2015

### at Lincoln Elementary

Please register early! Classes may be cancelled one week prior to scheduled start date if enrollment is low.

For class status or registration information, please call 408.777.3120

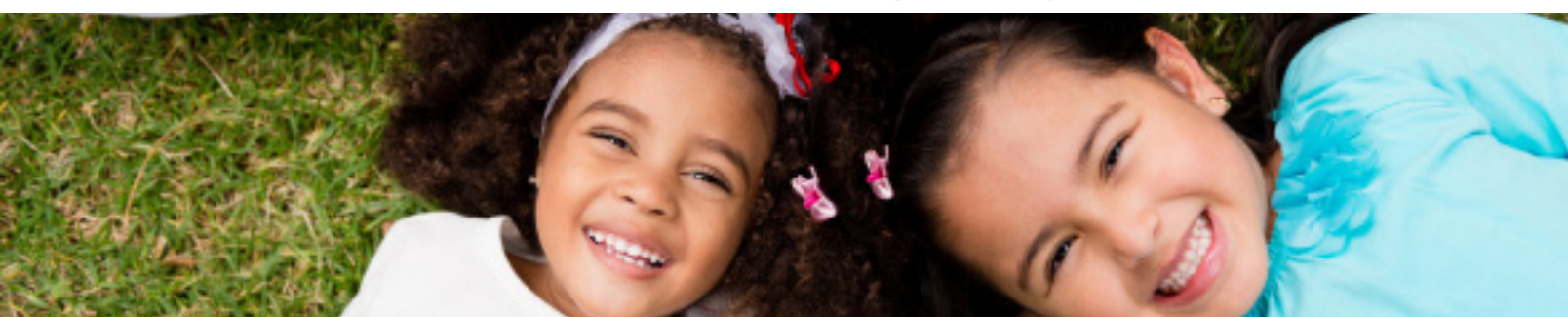
**\*\*Please note classes are not held on school holidays, conference weeks, or special minimum days.\*\***

Codes	Classes	Grades	Rooms	Days	Times	Dates	Mtgs	Fees
62847	3-D Printing & Design	1-5	Room 26	W	3:30pm-4:30pm	9/16-11/4	7	\$219
63058	STEM Engineering	1-5	Room 26	W	3:30pm-4:30pm	11/18-1/13	6	#199
62892	Art & Science	K-4	Art Room	Th	3:30pm-4:30pm	9/17-1/14	13	\$195
62842	Chess	1-5	Multi-Purpose Room	W	3:30pm-4:30pm	9/16-1/13	13	\$200
62895	Common Core Writing/ Reading: Expository	4-6	Science Lab	M	3:30pm-4:30pm	9/14-11/2	7	\$159
62897	Common Core Writing/ Reading: Persuasive	4-6	Science Lab	M	3:30pm-4:30pm	11/9-1/11	7	\$159
62874	Bricks 4 Kidz Lego Wheels in Motion	1-5	Art Room	M	3:30pm-4:30pm	9/14-11/2	7	\$105
62877	Bricks 4 Kidz Lego Aviation	1-5	Art Room	M	3:30pm-4:30pm	11/9-1/11	7	\$105

**Register online at [www.reg4rec.org](http://www.reg4rec.org)**

For class or registration questions please contact our Recreation front office 408.777.3120

Quinlan Community Center 10185 N. Stelling Road Cupertino, 95014  
 Phone: 408.777.3120 Fax: 408.777.1305 [www.cupertino.org/afterschoolenrichment](http://www.cupertino.org/afterschoolenrichment)



# Enrichment Program Guidelines

## SCHEDULE

The FALL semester will begin **September 14, 2015\*** and conclude the week of **January 11, 2016\***  
\*except for some classes that run on a shorter and/or longer schedule. Please check dates in the brochure.

Classes will not be held on the following dates at all facilities:

September 18, 2015 - Staff Learning Day

October 1-9, 2015 - Parent-Teacher Conferences

October 23, 2015 - Staff Learning Day

November 11, 2015 - Veterans Day

November 23-27, 2015 - Thanksgiving Recess

December 21, 2015-January 1, 2016 - Winter Recess

**\*Please make note of individual school closures and special events!**

### Fee Waiver Assistance

For fee waiver assistance, please contact  
West Valley Community Services at  
408-255-8033. Let them know it is for the  
Cupertino Recreation & Community  
Services Department  
Afterschool Enrichment Program.

### TRANSPORTATION

Transportation is the responsibility of the parent or guardian. Late pick ups may result in dismissal from the class without a refund. Students enrolled in an enrichment class should not wait at the school. Please supervise your child or return when the classes begin.

### SUPERVISION

Child supervision is NOT provided between school end time and enrichment program start time. Additionally, supervision will NOT be provided after enrichment class end time. Cupertino Recreation and CUSD staff are NOT responsible for monitoring child activity after he or she is released from classes.

### CLASSROOM BEHAVIOR

The instructor will establish rules for classroom behavior that ALL STUDENTS must follow. Students who disrupt classroom lecture will be asked to leave the class WITHOUT a refund.

### REGISTRATION

Pre-registration is required for all classes. For more information about registration, please review pages 13-14. The registration form is located on page 12.

### ATTENDANCE

Unless cancelled by the contractor, missed classes cannot be made up and refunds WILL NOT be issued. Attendance is limited to participants ONLY.

### DISABILITIES

If your child has a disability that requires special accommodations in order to participate, please let staff know when you register.

### QUESTIONS & CONTACT

CUSD is *not responsible* for the coordination of this program. If you have any additional questions regarding the BASE program, please contact the Cupertino Recreation front office at 408-777-3120.

**STUDENTS MAY ATTEND CLASSES AT ANY OF THE OTHER SCHOOLS OR THE SCHOOL THAT THEY ATTEND, BUT THEY CANNOT BE RELEASED EARLY IN ORDER TO GET TO ANOTHER SCHOOL SITE FOR CLASS.**

# BASE Program Registration Form - FALL 2015

## Section A

Participant's Last Name	Home Phone Number
Address	Work Phone Number
City and Zip Code	Cell Phone Number
School Child Attends	E-mail Address
Emergency Contact	Emergency Number

## Section B

Participant's First Name	Date of Birth	Gender	Grade Level	Activity Title	Code 1st Choice	Code 2nd Choice	Activity Fee

## Section C

In consideration for the acceptance of my application for participation in or presence at the aforementioned activity, I HEREBY WAIVE, RELEASE AND DISCHARGE, the Cupertino Recreation and Community Services Department, the Cupertino Union School District, the Cupertino Public Facilities Corporation, the City of Cupertino and the County of Santa Clara, their agents and employees FROM AND AGAINST ANY AND ALL LIABILITY FOR ANY LOSS, PERSONAL INJURY, INCLUDING DEATH, OR PROPERTY DAMAGE THAT MAY HAVE ARISEN OUT OF, OR IN ANY WAY CONNECTED WITH, MY PARTICIPATION OR PRESENCE AT THE AFOREMENTIONED EVENT, EVEN THOUGH THAT LIABILITY MAY HAVE ARISEN OUT OF NEGLIGENCE OR CARELESSNESS ON THE PART OF THE PERSONS OR ENTITIES MENTIONED ABOVE AND HEREIN RELEASED, BUT DO NOT RELEASE THE ABOVE MENTIONED PERSONS OR ENTITIES FROM THEIR FRAUDULENT OR INTENTIONAL ACTS OR FOR THEIR NEGLIGENT VIOLATIONS OF STATUTORY LAW.

Furthermore, I assume all responsibility and agree to indemnify the City of Cupertino and the Cupertino Union School District for any loss, damage or injury to my property, or myself, which may have been caused by negligence, or any act, of any person connected in any way with the aforementioned event. I understand that the City of Cupertino does not guarantee the construction, condition, or safety of the facilities or the equipment and that this Release Agreement is to be binding on heirs, my assigns and me. I/we agree to allow use of my/our photograph for program publicity. I HAVE READ THE ABOVE, UNDERSTAND ITS MEANING AND VOLUNTARILY SIGN IT. PARENT OR LEGAL GUARDIAN MUST SIGN FOR PARTICIPANTS UNDER 18 YEARS OLD.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent or Legal Guardian

\_\_\_\_\_  
Refund Check Payable To

## Section D

Payment by:  Cash    Check - Make your check payable to: City of Cupertino  
 Visa    MasterCard    American Express    Discover

Credit Card Number \_\_\_\_\_ Expiration Date \_\_\_\_\_ CVC# \_\_\_\_\_

Name as it appears on Card \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Authorized Amount \$ \_\_\_\_\_

**Include these required items with your registration or your registration cannot be processed:**  
**1. Payment   2. Signature, Section C   3. Signature, Section D for credit cards**

# Refund Policy

## Course withdrawals

Refunds will **not** be issued **3 calendar days or less** before the start of the class/camp. No refunds will be issued once classes/camps have begun.

Withdrawals requested **7 calendar days or less** prior to the first class meeting will incur a 10% processing fee.

Withdrawals must be requested at least **8 calendar days** prior to the start of the class/camp for a full refund.

## 1 day Classes/Events

Refunds will **not** be issued **7 calendar days or less** before a 1 day event/class.

## Course Cancellations

Refunds will be issued if a course is cancelled by Recreation and Community Services

Courses not reaching their minimum enrollment will be cancelled.

## Refunds by Check

Refunds by check take up to six weeks to process.

## Refunds by Credit Card

If you paid by credit card, your refund will be applied to your credit card.

## Refund Request

Requests must be submitted in writing.

Include:

Participant's name, address, phone number

Name and activity number of the class

Fax your request to 408-777-1305 or mail it to:

Registration Refund  
10185 N Stelling Road  
Cupertino, CA 95014

## Separate Policies

Separate policies apply to Aquatics, Fitness Passes, Playgrounds, Preschool, and Private Music Lessons.

Please inquire before registering for these activities, lessons, and passes.