



Dear Parent(s)/Guardian(s):

Project Link is the before and after school program provided by the Westlake Board of Education to families residing in Westlake. Project Link is located at Bassett Elementary, Dover Elementary, Hilliard Elementary, Holly Lane Elementary and Parkside Intermediate – and is in session each instructional day from 6:30 A.M. until the start of the school day and again from the conclusion of the school day until 6:00P.M.

Our mission is to provide students with an enriching, creative, and safe before and after school experience – directly aligned with academic content standards. In which students are empowered to achieve personal growth and satisfaction. In an environment, which is both exciting and nurturing.

The Westlake Board of Education charges \$4.75/hour for the first child and \$4.25/hour for each additional child enrolled from the same family – for Project Link care. There is also a \$20.00/child registration fee. Project Link hours are purchased in blocks of twenty and the amount of time your child spends at Project Link will then be deducted from their Project Link account – each day that they attend. Students are only charged for time physically spent within the Project Link program, and once enrolled students are able to attend as often or as little as desired. Once your child's account drops below five hours remaining, an additional twenty hours of Project Link care must be purchased. If your child will be attending Project Link on a set basis, inform their homeroom teacher of their Project Link schedule. If your child will be attending Project Link variably, please inform their homeroom teacher each day that they are to attend Project Link.

To enroll your child in Project Link complete the attached registration and emergency medical form, review the Parent/Student handbook with your child, and include a check/money order, for your child's initial twenty hours and \$20.00 registration fee, payable to the Westlake Board of Education. For example: if you are enrolling one child – payment will be \$115.00 – two children \$220.00 – three children \$325.00, etc.

Completed registrations take three days to process, and if your child will be starting on the first day of school, Wednesday, August 27th, completed registrations must be submitted no later than Wednesday, August 20th. Completed registrations may be submitted at the Westlake Board of Education located at 27200 Hilliard Boulevard. You may submit your information by completing the online registration forms located at www.wlake.org/link and submitting them via email to projectlink@wlake.org . Please contact the Project Link office at 440-835-6306 with any inquiries.

Sincerely,

Michael Waters
Project Link Coordinator



2008 – 2009 Project Link Student Registration

Please complete relevant fields and email to projectlink@wlake.org . Completed registrations may also be submitted at any Project Link site or the Westlake Board of Education. Registrations will not be processed until payment is received. Checks & money orders may be submitted at any Project Link site or the Westlake Board of Education.

Student Information

Child's Name

Address

Home Phone

Date of Birth

Grade

School

Parent/Guardian Information

Parent/Guardian Name

Parent/Guardian Name

Relationship

Relationship

Employer

Employer

Work Phone

Work Phone

Cell Phone

Cell Phone

Home Phone

Home Phone

Email

Email

As the parent/guardian of a Project Link student I agree to abide by all policies and procedures enumerated in the 2008-2009 Project Link Parent/Student Handbook, and have reviewed the Project Link Code of Conduct with my child.

Please place an 'X and your initials in the following to indicate adherence to the preceding paragraph.

Initials

Start Date

2008-2009 Project Link Emergency Medical Authorization

Please complete relevant fields and email to projectlink@wlake.org . Completed registrations may also be submitted at any Project Link site or the Westlake Board of Education. Registrations will not be processed until payment is received. Checks & money orders may be submitted at any Project Link site or the Westlake Board of Education.

Student's Name

Home Phone

Address

Grade

Purpose – to enable parents/guardians to authorize emergency treatment for children who become ill or injured while under school authorization, when parents cannot be reached.

PART I OR PART II MUST BE COMPLETED

PART I (TO GRANT CONSENT)

In the event reasonable attempts to contact me at:

Mother's Name

Home Phone

Work Phone

Cell Phone

Father's Name

Home Phone

Work Phone

Cell Phone

Other Resonible Person's Name

Home Phone

Work Phone

Cell Phone

Have been unsuccessful, I herby give my consent for (1) the administration of any treatment deemed necessary by:

Preferred Physician

Preferred Dentist

and (2) the transfer of the child to _____ (preferred hospital – St. John West Shore, Fairview, or Lakewood). If the medical emergency is such that your child needs immediate attention he/she will be taken to the most accessible of these hospitals. This authorization does not cover major surgery unless the medical opinions of two other licensed physicians or dentists, concurring in the necessity of the surgery, are obtained before the surgery is performed. Facts concerning the child's medical history including allergies, medications being taken, and any physical impairments to which a physician should be alerted:

Date:

Parent/Guardian Signature: (Please type name to indicate agreement)

List FIVE additional adults who are permitted to pick up your child or be telephoned in the event of an emergency!

Name

Relationship

Phone

Name

Relationship

Phone

Name

Relationship

Phone

Name

Relationship

Phone

Name

Relationship

Phone

PART II – REFUSAL TO CONSENT

DO NOT COMPLETE IF YOU HAVE COMPLETED PART I

I DO NOT give my consent for emergency medical treatment of my child. In the event of illness or injury requiring emergency treatment, I wish the school authorities to take no action or

to:

Date:

Parent/Guardian Signature: (Please type name to indicate agreement)