# BEFORE & AFTER SCHOOL CHILD CARE ONLINE APPLICATION INSTRUCTIONS FOR PARENTS



- Go to the Before & After School Child Care website: <a href="https://www.browardschools.com/bascc">https://www.browardschools.com/bascc</a>
- · Click on:

# Registration for Before and After School Child Care Click Here

Scroll down to select your child's school, then click "Submit":

#### Select Your School



• To proceed, click on the icon circled below:

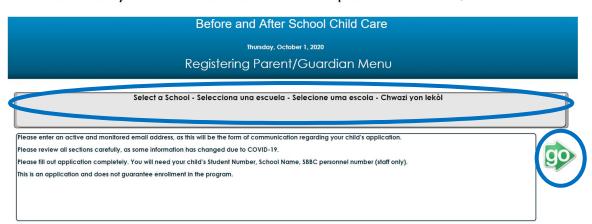


• Enter log-In information. The account name is "web"; leave the password blank. Click on, "Sign In".

### Sign in to open "Program Data Management System".

| Account Name |         |  |
|--------------|---------|--|
| Password     |         |  |
|              | Sign In |  |

- Click, "Go"; click, "OK". The Parent Handbook will pop-up. After reviewing it, click on the "x" to close it. You will be able to begin your application.
- Select your school from the dropdown menu; click "Go".



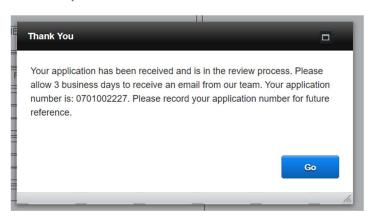
If you are starting a new application, select "New Application".
 If you are updating an existing application, select, "Update Application". Note: If you are updating an existing application, you must have your original application number.



• Fill out the application.

### **Important Reminders:**

- Ensure you provide a monitored email address. Updates and communication regarding your child's application to the program will arrive via email.
- Initial all the items on the last page of the registration form. This
  ensures you have read and agree to the items on the Parent
  Handbook.
- Provide at least two emergency contacts, other than yourself.
- Sign the page by typing your first and last name where indicated.
- If you have completed your application, you will receive a pop up:



- You will receive an email within three business days from your program's supervisor informing you if your child had been accepted into the program or placed on the waitlist.
- All communication will include your application number. Please make a note of it.
- If you are accepted, you will need to make your payment on the e-Store.
- If your child is put on a waitlist, the supervisor will contact you when space becomes available.
- If you have any questions, please contact your school and speak with the program supervisor.