

## Afterschool Daze 2024-2025 How To Register Guide

**STEP 1: On main page, click on [Afterschool Daze](#)**

Cart Empty

Welcome!	5	Recreation Guide	0	Adult Sports	27	<b>Afterschool Daze</b>	10	Aquatics	202
Camps	106	Facility Rentals	52	Parent & Child Classes	9	PASS Program	0	Preschool Classes	21
Special Events	6	Stough Canyon Nature...	6	Teen/Adult Classes	99	Valley Skate Park	10	Youth Classes	32
Youth Sports	33	Joslyn Membership/Ac...	94	B Active	5	Weather Updates	1	Special Needs	0

Welcome to the NEW [www.burbankparks.com](http://www.burbankparks.com) online registration platform.  
 Please create a new user name to continue. User names from the previous system (eTrak) are no longer valid. Thank you.  
[See Instructions on how to set up your account \(link\).](#)

**STEP 2: Select the [2024-2025 Afterschool Daze site \(your school name\)](#) to register your child(ren)**

**AFTERSCHOOL**

**Afterschool Daze** x

Afterschool Daze (ASD) provides a safe environment for children with activities that enhance the children's physical, social, and cognitive development. Experienced staff lead participants in activities such as games, sports, nature, cooking, crafts, science, fitness, and special events.

*PLEASE CALL 818-238-5435 TO INQUIRE ABOUT REGISTRATION FOR THE 2023-2024 SCHOOL YEAR.*

*Space is limited! For more information, please visit [burbankca.gov/ASD](http://burbankca.gov/ASD).*

PROGRAM	LOCATION	AGE	DAYS	DATES	TIMES	
Bret Harte ASD   2024-2025	Location TBD	1st Grade - 5...	Weekdays	08/12-05/21	2:30pm-8pm	\$1760
Disney ASD   2024-2025	Location TBD	1st Grade - 5...	Weekdays	08/12-05/21	2:30pm-8pm	\$1760
Edison ASD   2024-2025	Location TBD	1st Grade - 5...	Weekdays	08/12-05/21	2:30pm-8pm	\$1760
Emerson ASD   2024-2025	Location TBD	1st Grade - 5...	Weekdays	08/12-05/21	2:30pm-8pm	\$1760
McKinley ASD   2024-2025	Location TBD	1st Grade - 5...	Weekdays	08/12-05/21	2:30pm-8pm	\$530
Miller ASD   2024-2025	Location TBD	1st Grade - 5...	Weekdays	08/12-05/21	2:30pm-8pm	\$1760
Providencia ASD   2024-2025	Location TBD	1st Grade - 5...	Weekdays	08/12-05/21	2:30pm-8pm	\$530
Roosevelt ASD   2024-2025	Verdugo Park	1st Grade - 5...	Weekdays	08/12-05/21	2:30pm-8pm	\$1760
Roosevelt Kinder Club ASD   ...	Mary Alvord Recreatio...	Pre-School ...	Weekdays	08/12-05/21	12:30pm-8pm	\$3422
Stevenson ASD   2024-2025	Mary Alvord Recreatio...	1st Grade - 5...	Weekdays	08/12-05/21	2:30pm-8pm	\$1760

**STEP 3: Select the eligible child(ren) to register and [ADD TO CART](#)**

### AFTERSCHOOL

#### Afterschool Daze ×

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Activity: Afterschool Daze  
Session: Emerson ASD | 2024-2025  
Location: Location TBD  
Date Range: 08/12-05/21  
Schedule Details: 2:30p-6p every weekday from Aug 12 to May 21  
Age/Gender: 1st Grade - 5th Grade  
Fee: \$1,760.00  
Registration: Jun 5 9a-May 21 9a  
Max Participants: 45

#### ACCOUNT MEMBERS

- Ineligible by Age (4yr 6m-11), Ineligible by Grade
- Ineligible by Age (4yr 6m-11), Ineligible by Grade
- Eligible
- [Add Account Member](#)

[Add To Cart](#)

McKinley ASD   2024-2025	Location TBD	1st Grade - 5...	Weekdays	08/12-05/21	2:30pm-8pm	\$530
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**STEP 4: Confirm children and site are correct on cart and select [CHECKOUT](#)**

**\*\* (The total amount listed is for the full school year- you can choose to either pay in full at this time, or to pay for the month of August only and be put on a monthly payment plan later in the process)\*\***

for Afterschool Daze Emerson ASD | 2024-2025 \$1,710.00  
ASD | Registration Fee \$50.00

1. for Afterschool Daze Emerson ASD | 2024-2025 \$1,710.00  
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TOTAL \$1,760.00

Close [Checkout](#)

**STEP 5: [CONFIRM FORMS](#). Print and fill forms only if needed, email to [afterschooldaze@burbankca.gov](mailto:afterschooldaze@burbankca.gov)**

Catalog Account Connected Login Help Internal Policies Help Log Out

Attachments

Attachments	View/Print
1. Prescription Medication Release Form   Print & Fill Only If Needed	View/Print
2. OTC Medication Release Form   Print & Fill Only If Needed	View/Print
3. Afterschool Daze Handbook   ASD & Kinder Club	View/Print

CHECKOUT FOR

- Browse Catalog
- Attachments**
- Prompts
- Waivers
- Payment
- Review & Confirm
- Receipt

[Confirm Attachments](#)

**STEP 6: COMPLETE PROMPTS THOROUGHLY. *Three emergency contacts are required.* If none or unknown, type N/A. SUBMIT RESPONSES.**

**Prompts for**

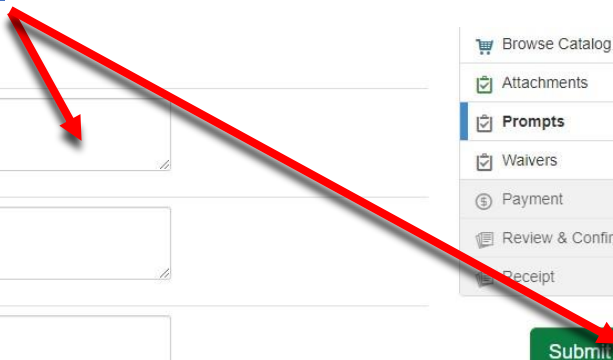
1. Emergency/Authorized Pick-Up Contact 1 First & Last Name; Phone Number (XXX) XXX - XXXX; Relationship to Child:	<input type="text"/>
2. Emergency Contact/Authorized Pick-Up 2 First & Last Name; Phone Number (XXX) XXX - XXXX; Relationship to Child:	<input type="text"/>
3. Emergency Contact/Authorized Pick-Up 3 First & Last Name; Phone Number (XXX) XXX - XXXX; Relationship to Child:	<input type="text"/>
4. Emergency Contact/Authorized Pick-Up 4 First & Last Name; Phone Number (XXX) XXX - XXXX; Relationship to Child:	<input type="text"/>
5. Emergency Contact/Authorized Pick-Up 5 First & Last Name; Phone Number (XXX) XXX - XXXX; Relationship to Child:	<input type="text"/>
6. Please specify SPECIAL HEALTH CONSIDERATIONS OR SPECIAL NEEDS (Current medications, known allergies, physical limitations, etc.): Note: If none, please enter N/A. If a prescription or over-the-counter medication will need to be held/administered, during program hours, a City of Burbank Parks & Recreation Department Medication Release Form is required. Prescription medications require a physician signature.	<input type="text"/>
7. Teacher Name: Room Number:	<input type="text"/>
8. Grade student is entering in the Fall 2024	<input type="text"/>
9. Please provide your child's current vaccination status	Select an option... ▾

- Browse Catalog
- Attachments
- Prompts**
- Waivers
- Payment
- Review & Confirm
- Receipt

**Submit Responses** >


< Attachmen

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**STEP 7: AGREE TO PARENT CONSENT & MEDICAL TREATMENT CONSENT. Electronic signature is required. CONFIRM WAIVER AGREEMENT.**

## Waivers

 \$1,760.00  
1 item

### ASD | Parent Consent

**Applies to:**

for Afterschool Daze Emerson ASD | 2024-2025

**PARENT CONSENT:**

I give permission for my child to participate in the City of Burbank Parks and Recreation Afterschool Daze program, including trips by van, foot, or bus. I agree to hold harmless the City of Burbank, its employees, officials and agents from and against any and all liability claims, demands, losses, and/or actions from injury to and/or death of persons and/or damage to property as a result of participation in Afterschool Daze.

I grant the City of Burbank permission to use my or my child(ren)'s photographs and images, including but not limited to video images and sound recordings, for the purpose of publicizing and marketing City activities. I understand that no compensation shall be given for use of these photographs and that these images shall become the sole property of the City of Burbank.

I agree on behalf of

### ASD | Medical Treatment Consent








**Applies to:**

for Afterschool Daze Emerson ASD | 2024-2025

**MEDICAL EMERGENCY TREATMENT CONSENT:**

As parent/guardian, I hereby consent to treat my minor child for any and all medical procedures deemed necessary as a result of accident or injury or illness. Consent is given for any licensed physician, surgeon, or accredited emergency unit to give medical attention, and to administer such treatment, drugs and medicines (except as noted below), and to perform such surgical procedures as he/she shall think the existing emergency requires. I further understand that the City of Burbank has no medical insurance and that I am responsible for payment of said treatment.

I understand Over the Counter (OTC) and/or Prescription Medications cannot be held and/or administered in camp without a completed Medication Release Form on file.

- CHECKOUT FOR
-  Browse Catalog
  -  Attachments
  -  Prompts
  -  **Waivers**
  -  Payment
  -  Review & Confirm
  -  Receipt

**Confirm Waiver Agreement** 

 Prompt

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**STEP 8: AGREE to auto-billing.** In Available Payment Plans, SELECT THE AFTERSCHOOL DAZE 2024-2025 PAYMENT PLAN. By selecting this option, your payment will be automatically charged on the 25<sup>th</sup> of each month starting on August 25<sup>th</sup>. Registration fee (\$50) and payment for the first two weeks of school will be due at checkout. SELECT YOUR SAVED CREDIT CARD and CONTINUE TO PAYMENT.

The screenshot shows a payment interface. At the top, there are navigation links for Catalog, Account, Connect, and Login Help. On the right, there are links for Internal, Policies, Help, and Log Out. The main heading is "Payment". Below it, a table lists items for purchase. The first item is "for Afterschool Daze Emerson ASD 2024-2025" with a price of \$50.00. A yellow callout box highlights the item description: "This item entails future payments, and requires a card on file for auto-billing." with a checked "I AGREE" checkbox. Below this, a dropdown menu for "Available Payment Plans" is open, showing "ASD 2024-2025 Payment Plan (Total: \$1,710.00)" selected. The total charges are listed as \$140.00. A "Save Card" checkbox is checked. A green "Continue to Payment" button is prominent. On the right, a "CHECKOUT FOR" sidebar lists options like Browse Catalog, Attachments, Prompts, Waivers, Payment (selected), Review & Confirm, and Receipt. At the bottom right, there are social media links for Facebook and Instagram. A pink note at the bottom states: "If you are not redirected to a receipt page after completing your purchase, please return to the catalog and try again."

**STEP 9: Fill out the necessary information and click SUBMIT PAYMENT when done.**

The screenshot shows a payment form. At the top, there are three input fields: "Card Number \*", "Exp. Date \*", and "Card Code \*". Below these is the "Billing Address" section. It includes fields for "First Name", "Last Name", "Billing Country" (set to USA), "Street Address", "State" (set to CA), "Zip", "City" (set to Burbank), and "Phone Number". At the bottom, there are two buttons: "Submit Payment" and "Cancel". A red arrow points from the top of the page down to the "Submit Payment" button.

**STEP 10: For any questions, please reach out to the Ovrom Community Center, overseeing ASD at [\(818\) 238-5435](tel:8182385435).**