

# ***ST. MARY SCHOOL***

## ***Aftercare Program 2022-2023***



***Aftercare Director: Mrs. Regina Schaffer***

Welcome to St. Mary After School Care Program. For this year, St. Mary will continue to offer an after school program in a loving Christian environment for the students from Preschool (must be fully potty trained and self-sufficient in the bathroom) through 8<sup>th</sup> grade. Below are a few things you should know about the program.

1. The After School Program will be in session every day until 5:30 p.m. A snack will be provided each day with a drink.
2. If your child will not be attending the program on any given day, please send a note to the school addressed to “After School Program” along with a note to the teacher.

**Without a note the child will remain in After School Care.**

3. We accept children from grades Preschool - 8. The program includes such activities as indoor and outdoor play periods, games and videos. Children who find it difficult to function, or are continually disruptive, will be given a warning followed by a one week probation in order to show improvement. The extended length of a school day may be difficult for some children. If adjustment to this extended day is not in the best interest of all the children, your child may be asked to leave the program. With the love of Jesus and His Mother Mary, we will work together to make this program an enjoyable and fun-filled experience for your child.

4. **THERE WILL BE NO AFTERCARE ON ANY SCHOOL EMERGENCY CLOSINGS. (i.e. Snow)**

## Financial Policies

The first payment is due on your child's first day of After School Care. Payment is due every Monday or the first day of the week your child attends the program. **Payments must be made weekly.** Make checks payable to St. Mary After School Care. The After School Care Program will be in session every day until **5:30 p.m.** Your child/ren must be picked up at the gym doors on or before **5:30 p.m.** This is the responsibility of the parents. Please make other arrangements for your child/ren to be picked up if you cannot make it by **5:30 p.m.** There is a late charge of **\$10.00 for the first 5 minutes late with an additional \$1.00 for each minute thereafter** for any child picked up after **5:30 p.m.** **Continuous late pick up (2 or more times) will result in suspension from the program for one week. If you are suspended from the program 2 times you will be asked to leave the program for the year.** The After School Care Program is not a baby-sitting convenience for students serving detention or missing their bus. Students will not be permitted to attend the After School Care Program unless they have been enlisted into the program by a parent or guardian. If you have any questions, please feel free to call the school.

After School Care Payments

Registration Fee:      \$35.00 for one child\*\*

\$40.00 for family\*\*

\*\*Fee applies to new and returning students.

One Child:

1 Day            \$19.00

2 Days          \$33.00

3 Days          \$48.00

4 Days          \$62.00

5 Days          \$76.00

Family:

1 Day            \$25.00

2 Days          \$45.00

3 Days          \$66.00

4 Days          \$86.00

5 Days          \$106.00

St. Mary After School Care – Registration Form

Please Print:

Child's Name \_\_\_\_\_ Grade \_\_\_\_\_

Second Child \_\_\_\_\_ Grade \_\_\_\_\_

Third Child \_\_\_\_\_ Grade \_\_\_\_\_

Address \_\_\_\_\_

Home Phone # \_\_\_\_\_

Father's Name \_\_\_\_\_ Cell # \_\_\_\_\_

Location of Employment \_\_\_\_\_

Work # \_\_\_\_\_

Mother's Name \_\_\_\_\_ Cell # \_\_\_\_\_

Location of Employment \_\_\_\_\_

Work # \_\_\_\_\_

Person to contact in case of an emergency \_\_\_\_\_  
\_\_\_\_\_

Child's Doctor \_\_\_\_\_ Phone # \_\_\_\_\_

Physical Defects/Allergies \_\_\_\_\_

Designate persons authorized to pick up child \_\_\_\_\_  
\_\_\_\_\_

I give St. Mary School authorization to get medical help for my child/ren in an emergency situation when I cannot be reached. Name \_\_\_\_\_

Parent's Signature \_\_\_\_\_

Date when child/ren will start \_\_\_\_\_

Circle days of week needed: M T W TH F **PAYMENT IS DUE EVERY MONDAY OR THE FIRST DAY OF THE WEEK YOUR CHILD ATTENDS THE PROGRAM. PAYMENTS MUST BE MADE WEEKLY.**

Registration fee: One Child \$35.00 Family \$40.00

**Registration fee must be received with this application no later than the month of June prior to the new school year for you to reserve enrollment.**

**Parents must register a full week before their child(ren) may attend aftercare.**

Mail to: St. Mary School, 32A Carrol Avenue, Williamstown, NJ 08094

**ST. MARY SCHOOL AFTERCARE CONTRACT**

**(Please return this contract with Registration Form and Payment.)**

Parent name: \_\_\_\_\_

Student(s) name: \_\_\_\_\_

- I understand that payments are due every Monday or the first day of the week that my child/ren attend aftercare.
- I will send payments in an envelope. I will put on the front of the envelope my child/ren name, days my child/ren will be attending aftercare, and the payment amount.
- I understand that I will need to arrange for my child/ren to be picked up each day by 5:30 pm.
- I understand that if I pick up my child/ren after 5:30 pm, I will be charged \$10.00 for the first 5 minutes late and an additional \$1.00 for each minute thereafter.
- I understand that if I am late 2 or more times for pickup, my child/ren will be suspended from the program for one week.
- I understand that if my child/ren is suspended from the program two times, they will be asked to leave the program for the year.

I, \_\_\_\_\_, have read and understand the above contract as written. I agree to its terms and acknowledge my responsibilities for payment, pick up time, and all other policies as written.

\_\_\_\_\_  
Parents Signature

\_\_\_\_\_  
Date