

SBPS KINDERGARTEN- GRADE 5 EXTENDED CARE PROGRAM INFORMATION AND REGISTRATION

Daily Rates 2016-17

| Program Type | 1 child | 2 Children | 3 Children |
|------------------------|-------------|-------------|-------------|
| AM only (7AM or after) | \$7.00/day | \$10.00/day | \$12.00/day |
| PM only (3:00PM-6PM) | \$20.00/day | \$30.00/day | \$40.00/day |
| Both AM/PM | \$25.00/day | \$40.00/day | \$45.00/day |

The St. Benedict Preparatory School Extended Care Program is currently operated under the direction of Mrs. Nancy Feely, Head of Elementary and Ms. Rachel Waldron, Head of Early Childhood for Kindergarten. This program operates exclusively on school days. When there is no school, there is no before/after school care available. Afternoon activities include a snack, outside play, homework/quiet reading time and play activities in Heidenreich Hall where the program is located.

If the registration numbers warrant, additional staff and space will be available. Kindergarten will be in a Preschool classroom. Completing the registration form in a timely manner will help us determine appropriate staff, schedule and program assessment.

To register, please complete the attached registration form and return as soon as possible to Mrs. Carol Dodovich or Mrs. Christa O'Keefe.

There is no registration fee required to enter the program. Tuition rate is charged on a **per day basis**. Hourly rates are not available.

PLEASE NOTE: As in previous years, program payment is due on a **weekly** basis.

Weekly balances will be issued on Mondays with payment expected the following Monday or subsequent school day if Monday is a holiday. A grace period of one week will be granted prior to a \$15 late fee is assessed to your account. Families with delinquent accounts will not be permitted to participate in the program. During the last week of school, daily payments will be expected unless advance payment is made with Mrs. Daralis Oliver. If you would like Extended Care Fees rolled into monthly FACTS tuition payments, please contact the tuition office.

Morning drop off is at 7AM or after at the preschool entrance on the corner of Byron and Bell. The children are escorted as a group to the Elementary school by a teacher aide.

Afternoon extended care pick up is at 3PM in the Elementary school building. Elementary school teachers and staff will ensure students go to extended care. The extended care staff will sign in your child, and escort the students to Heidenreich Hall. Students are to be picked up no later than 6PM at the 3911 N. Bell entrance.

LATE PICK UP FEE for 2016-17: A "late fee" is incurred if children are picked up after 6PM in the evening. There is a late fee of \$5.00 for every 5 minutes after 6PM. After three late pick up times, a family's penalty will double for each late pick up thereafter. After three late pick ups, the fee will raise to \$10 for every five minutes late. We feel by allowing three late pick ups, parents are given a little "cushion" for true emergencies and challenges. Further, families who are regularly late may jeopardize their privilege to remain in the extended care program. If a family is close to being prohibited from using the program, the parents will meet with Mr. Joe Accardi to discuss the issue.

Please call 773-463-6797 and speak with Mrs. Carol Dodovich if you have any questions regarding this program. All billing questions and concerns should be directed to Mrs. Daralis Oliver at extension 275.

