

ST. GREGORY THE GREAT SCHOOL AFTER SCHOOL PROGRAM

The St. Gregory the Great After School Program will be operating again this year. This program will be moderated by St. Greg's teachers. If you plan to use the program, **REGISTRATION IS MANDATORY, TOGETHER WITH PAYMENT OF THE \$5.00 REGISTRATION FEE PER FAMILY.** Program spaces will be filled on a first-come, first-served basis. **The program will begin on Tuesday, September 7, 2010.**

Program - Any student in Kindergarten through grade 6 is eligible to attend. Students will be supervised in various indoor and outdoor activities (weather permitting). Crafts, computers, videos, rest time, quiet time, story time, homework time will also be part of the program.

Personnel - St. Greg's Teachers and Staff will be on duty each day. In case of emergency you may reach the Staff on the After School Cell Phone. **The number is 604-6478.**

Payment & Fees - Daily \$15.00

Payments may be made as follows:

- DAILY (If your child attends periodically, please send payment with the note the day that they will be staying, via Home to School note addressed to the Office). Daily rates **must be paid on the day of attendance.**
- MONTHLY (A bill will be sent home at the end of each month for anyone with a balance due with payment expected within the following week. If payment isn't made within the following week your child will not be able to attend until payment is made in FULL.)

****** STUDENTS WILL NOT BE PERMITTED TO ATTEND IF YOUR ACCOUNT IS NOT PAID UP TO DATE! ******

Times: Regular school dismissal, 2:10 pm - 5:45 pm on each day St. Gregory's is in session.

- There will be **NO** after-school program on days when we are not in session & **NO** after-school Program on 1/2 days.
- There **WILL** be after-school care on Faculty Meeting days, (typically the 1st & 3rd Wednesday of each month).

Pick-up: Please inform the after-school program, on the registration form, who will pick up your child. **Only** those people listed on your registration form will be allowed to pick up your child. Pick-up must be made **PROMPTLY** by 5:45 pm. There will be an **EXTRA CHARGE FOR LATE PICK-UPS!** See below

THE LAST DAY FOR AFTER-SCHOOL PROGRAM is Friday, June 17th.

After School Program Fees: Registration fee of \$5.00 Per Family is due **WITH** the registration form.

<u>RATES:</u>	<u>1 child</u>	<u>2 children (\$20.00)</u>	<u>3+ children (\$23.00)</u>
Daily Rate (2:10 - 5:45 pm)	\$15.00	\$15.00 + \$5.00	\$ 15.00 + \$5.00 + \$3.00

THERE WILL BE A \$5.00 LATE FEE FOR EACH 5 MINUTES OF TARDINESS, BILLED AT THE END OF THE MONTH. CHRONIC OFFENDERS WILL BE DISMISSED FROM THE PROGRAM!

YOU WILL BE CHARGED FOR DAYS REGISTERED. THERE WILL BE NO DEDUCTIONS FOR ABSENCES. (EX. If you sign up for MWF every week or weekly you will be charged for the three days or five days regardless of absences.)

Miscellaneous:

- **Children should have sneakers every day** and may bring a change of clothes.
- A snack will be provided for children daily.
- All supplies and materials are included in the program fee. **Please have your child bring a pencil each day.**
- Children will have the opportunity to do homework, and assistance will be available.
- If children are participating in any other after-school activities at St. Gregory's, they must:
 1. **Bring a note and give it to the office in the morning stating what activity they will be participating in**
 2. **SCHOOL/ACTIVITY/ASP**: Report to the after-school program first, check in, and return immediately following the other activity.
 3. **SCHOOL/ASP/ACTIVITY/ASP**: If they are attending an activity that begins once they are in the after school program the supervisor (coach, leader etc.) must pick them up and sign them out in the after school book. If they are to return to the ASP they must be brought back and the staff must be notified that they have returned.
- If you must change the days your child stays during the week the office **MUST BE NOTIFIED IN WRITING.**

IMPORTANT INFORMATION: Please save your Monthly Statements, as we no longer will send statements upon request. Also, we cannot give out the Federal ID.

NO PROGRAM:

Nov. 4 & 5 11am dismissal -Parent/Teacher Conferences
Dec. 23 11am dismissal - Christmas Break
Feb. 4 11am dismissal - Parent/Teacher Conferences