

# ST. STEPHEN'S 2019 – 2020 School Year

Rev. Feb. 2011

**FEES:** The following rates apply for the 2019 – 2020 School Year

<b><u>REGISTRATION:</u></b>	\$10.00 per child/per school year.
<b><u>AFTER SCHOOL SERVICE:</u></b>	<b><u>ONE CHILD</u></b>
Daily Rates:	\$10.00 per day (3:10–5:30 p.m. or earlier)
Daily Rates:	<b><u>TWO CHILDREN</u></b>
	\$17.00 per day (3:10–5:30 p.m. or earlier)
Daily Rates:	<b><u>THREE CHILDREN</u></b>
	\$20.00 per day (3:10–5:30 p.m. or earlier)

## **PAYMENT:**

Payments are due on **MONDAY** of the After School service week in advance. The due date applies whether you are using the service for one day or more. **PAYMENT MUST BE RECEIVED ON MONDAY OF THE SERVICE WEEK** in order for participation by your child/children. **NO EXCEPTIONS!** Payment by check is preferred!

## **SERVICE TIMES:**

Regular school dismissal, 3:10 p.m. – 5:30 p.m. on each day St. Stephen's School is in session for a full day. There will be **NO** After School Care Program on half days or days St. Stephen's School is not in session.

**PICK-UP AND LATE PICK-UP:** Please indicate on the registration form who will pick up your child/children. Your child/children must be picked-up by 5:30 p.m. There will be a **\$5.00** late fee for each 5 minutes of tardiness.

**CHRONIC OFFENDERS WILL BE DISMISSED FROM THE PROGRAM!**

**ABSENCE:** If your child/children are absent from school, pre-payment will be credited for the next scheduled day of attendance.

## **BEHAVIOR:**

This program was implemented to meet the needs of our working parents. To make this a pleasant enjoyable experience for all, **Behavior Problems will NOT BE TOLERATED.** After a verbal or written warning, you child may no longer be eligible to attend the program.

## **HOLIDAYS, HALF DAYS, & SPECIAL DAYS:**

St. Stephen's After School Care Program is **NOT** available on school holidays. In addition there are a few days throughout the year when teachers must return for evening events that we will be unable to provide this service. There are only a few of those dates and you will be notified via the weekly family envelope.

**CLOTHING & SUPPLIES:**

Children are encouraged to bring clothes to change into for the program (sneakers as well as clothes appropriate for the weather). Children will have the opportunity for outdoor supervised activities on days when the weather permits. Children will need no supplies. All materials will be supplied to them.

**HOMEWORK:**

Children will have the opportunity to do their homework during the After School Care time. While assistance will be given as needed, this does not replace private tutoring or one-on-one assistance that may be needed for extended lengths of time.

**SNACK:**

We ask that you send a snack for your child each day of attendance.

**PROGRAM:**

Any student in Pre-Kindergarten through Grade 5 is eligible to attend. Students will be supervised in various indoor and outdoor activities (weather permitting). Board Games, video, rest time, quiet time, story time, will also be part of our program.

**PERSONNEL:**

Teachers or staff and student assistants will be on duty each day based on enrollment needs. Ms. Cacciatore & Ms. Fusco are the primary staff & Mrs. Ortiz is the coordinator. Mr. Scott Gruenauer, Principal, is the overall director of the program.

**SPECIAL ACTIVITIES:**

If children are part of any St. Stephen's School activity, they can be dismissed for that activity and then returned to the After School Program. If parents would like to celebrate a special happening in your child's life, we will be happy to accommodate your request with prior notification.

**REGISTRATION FORMS MAY BE OBTAINED FROM THE SCHOOL OFFICE.  
PLEASE REMEMBER TO REQUEST ONE FORM PER CHILD THAT YOU WANT TO REGISTER.**

