



## St. Clare/St Paul School After School Care Program 2021-2022

St. Clare/St. Paul School (SCSP) will offer an After School Care Program (ASCP) for the 2021-2022 school year. The program will be offered at the Primary Campus. Students enrolled in grades Pre-K to 5th are eligible. This program will reflect the philosophy and mission of SCSP School. It was designed to meet the needs of our students and parents. The ASCP will provide a safe, nurturing environment that is a natural extension of our school community. Monday through Friday, ASCP will be held at the Primary Campus Building.

### Hours of Operation

On regular school days, the program will operate from the time school is dismissed until 5:30 PM. The After School Care Program will not be available on early dismissal days or when school is closed. The ASCP will begin on September 7, 2021.

### Main Campus Students

Students going to aftercare will take the shuttle bus to the Primary Campus.

### Registration Form

All students who opt to participate in the After School Care Program **must** complete a registration form. *Please return it the first week of school.* **Any student (car rider/walker) that is not picked up by 2:30 will be sent to the ASCP and the families will be billed accordingly.** Please write a note to the student(s)' classroom teacher on the day the child will be attending the program.

### Fees and Payment Policy Schedule

- **\$6.00 per hour**
- Families will be billed weekly with payment due upon receipt.
- Please **make checks payable to SCSP School-ASCP**
- Parents will be assessed an additional **\$25.00 late fee** if students are picked up after 5:30 PM

### Pick Up

- Parents/guardians are required to sign their child out of aftercare. Pick up in rear of school.
- Children will not be permitted to leave with someone not listed on the child's contact sheet. Written notice must be given for individuals not listed. For safety reasons, **no child will be released without a parent/guardian signature.**

### General Information

- Students will participate in various activities such as games, study/homework time and outdoor play (weather permitting).
- Please provide your child with a healthy snack (peanut free) and drink.



Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Parent Information:

Phone Numbers;

Name

Home

Cell

Work

Mother \_\_\_\_\_

\_\_\_\_\_

Father \_\_\_\_\_

\_\_\_\_\_

After School Care Program:

- Days of Attendance (circle all that apply)

Monday

Tuesday

Wednesday

Thursday

Friday

- As needed

Please write a note to the student(s)' classroom teacher on the day the child(ren) will be attending the program.

The following are authorized to pick up my child(ren) from the ASCP:

Name

Phone Number

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Allergies/Medical Issues \_\_\_\_\_

I have provided my emergency contact information to the school office. Any changes in this information will be reported to the office.

I agree to the payment schedule and policies outlined for the After School Care Program.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date