

Saint Therese School 2021-22 After School Care Program

Saint Therese School After School Care Program provides a safe, structured After School environment for Saint Therese School and Saint Anthony School Programs at Saint Therese School students in grades K-8. The program operates each full school day from 2:30-6:00PM in the Saint Therese School Activities Building. The program includes time for students to socialize, work on homework and participate in activities in the gym or outside.

Please carefully read the below program guidelines and keep these guidelines for your records.

- Pre-Registration for the After School Care Program is required. Families must complete the annual registration form and return to the school office. This form should be returned **to the school office** on or before the first day of attendance in the program.
- Daily signups for the program are required. To sign up, please visit the school website and register using your child's name. Each child must be signed up individually as there are limited spaces each day. Space is limited and priority is given to families who regularly use the program.
- If your plans for the day change in advance, please visit the website and delete your sign up so that another family may register. Emergency changes (either to cancel or sign up) on the same day must be made by calling the school office prior to 1:30PM.
- Please be certain that your child's homeroom teacher is aware of your child's regular dismissal method. Changes should be communicated to your child's homeroom teacher in writing.
- The ASC program follows the school calendar and is open on full days of school only.
- In the event of weather or utility emergency, the ASC Program may be cancelled for the day with limited notice. Families registered for the day will be notified by phone and Option C Alert.
- Students are to be picked up by "buzzing" the back cafeteria door near the pavilion. Due to COVID-19 Precautions, parents/guardians may not enter the building.
- Only Parents/Guardians or designated adults may pick the children up from ASC. If anyone other than those listed adults are picking up a child, a note must be sent to the office and ASC staff, or the children will not be released. Identification is required.

- Parents/guardians are responsible making sure contact information and emergency contacts are up to date.
- A snack and water is provided daily for each child. There is no additional fee for the snack.
- Students are expected to follow the student Code of Conduct as outlined in the Parent/Student Handbook. Students who display disruptive behavior will be discharged from the program.
- There is a fee for the After School Care Program. The complete rate schedule is listed below. There is a \$40.00 annual registration fee per family, due prior to the start of the program.
- Families will be billed at the end of the month for the prior month's service. Bills will be sent via email. Payments should be sent to the school office. Details will be included with each bill; please keep a copy for your taxes.
- The first invoice will be emailed the first week of October and include the period of August 26, 2021 through September 30, 2021. Payment due date will be indicated on the invoice.
- After School Care ends promptly at 6:00PM. A \$1.00 per minute fee will be incurred after 6:00PM.

2021-2022 After School Care Fee Schedule

Pick Up Time:	2:30PM-3:00PM	3:01PM-3:30PM	3:31PM-4:00PM	4:01PM-4:30PM	4:31PM-5:00PM	5:01PM-5:30PM	5:31PM-6:00PM
1 st Child	\$3.00	\$6.00	\$8.00	\$10.00	\$12.00	\$14.00	\$16.00
2 Children	\$5.00	\$10.00	\$12.00	\$14.00	\$15.00	\$16.00	\$18.00
3+ Children	\$6.00	\$12.00	\$14.00	\$16.00	\$17.00	\$18.00	\$20.00

To Complete the Registration Process:

- Return the Annual Registration Form to the school office on or before the first day the child participates in the program. Include the \$40.00 per family registration fee, payable to Saint Therese School.
- Return the Pennsylvania Child Care Emergency Contact/Parental Consent Form on or before the first day the child participates in the program. Be sure to include any medical or dietary concerns on the form.
- Register for your spot(s) by following the link on the school website by clicking the After School Care link under the parent tab.