



St. Benedict School  
165 Bethany Road  
Holmdel, New Jersey 07733  
Phone: 732.264.5578  
Fax: 732.264.8679  
school.stbenedictholmdel.org

## BEFORE CARE AND AFTER CARE

JULY 2021

As COVID cases and restrictions continue to change, the early plans for our Extended Day Program (EDP) will remain the same as the 2020-2021 school year. Before Care and After Care **must** continue to be pre-scheduled monthly to ensure we have adequate staff to support the number of children attending. As situations change, we will re-evaluate the flexibility of the Extended Day Program.

**This means ANY FAMILY who thinks they will need to use childcare, MUST SUBMIT THE REGISTRATION FORM by MONDAY, AUGUST 16<sup>th</sup>.** For the time being, there will be no unscheduled drop offs allowed. This means you **MUST** send in a Registration Form if you plan to use After Care on a scheduled basis, on an “as needed” basis or if you plan to use Before Care under any circumstances.

The Registration Form can be found on the school website under FORMS. On the right side, click on EDP (Before and After Care). You can drop off the Registration Form at the school office (Monday through Friday from 9-2 pm), the Parish Office (from 10-3:30 pm) or mail it to St. Benedict School. The \$25 annual family registration fee **MUST** be attached. Only cash or checks payable to St. Benedict School are accepted. Please address all envelopes to the attention of Pat Tobino / EDP.

As of now, **ALL MORNING CARE use must be prescheduled.** For the time being, there will be no unscheduled drop offs allowed. Please use the Before Care Automatic Scheduling Form found on the SBS website under FORMS. This is critical because we must have an idea of a headcount in order to plan appropriate morning space and staff. Parents who are dropping off a PREK sibling **when dropping off an older sibling** for their scheduled arrival time, must also preschedule those drop offs using the Before Care Automatic Scheduling Form. The PREK sibling drop off is still free of charge, but **MUST** be prescheduled. Please note on your registration form “Dropping PREK student with older sibling at the K-8 morning drop off time”. **This form is DUE BY Monday, August 16<sup>th</sup>.**

A convenient way to set up Before Care and After Care on a rolling month to month basis is to use the Automatic Scheduling Form. You can select the form that best suits you needs: Before Care Automatic Scheduling, After Care Automatic Scheduling or the Combined Before and After Care Automatic Scheduling Form. OR you can opt to use the monthly schedule form. Before and After Care instructions can be located on the website under Forms. <https://school.stbenedictholmdel.org/edp-forms-before-and-after-care>

### **SEPTEMBER INFORMATION**

**9/1** - Kindergarten and New Student (grades 1-8) Orientation. Details TBD.

EDP and hot lunch **will not** be available.

**9/2, 9/3, 9/6** – SCHOOL CLOSED. Happy Labor Day Weekend!

**9/7** - PREK3 and PREK4 Orientation (Details TBD). School closed for students in grades K-8.

EDP and hot lunch **will not** be available.

**9/8** - First Day of School for all students (PREK-8), **12:15 pm dismissal** – EDP AND HOT LUNCH AVAILABLE.

**9/17** - **12:15 Early Dismissal Day**. EDP IS AVAILABLE to students in all grades. Hot lunch will be available.

### **PICKUP / DROP OFF LOCATION**

Before Care drop off is at door #16. Please drive past the front entrance of the school and around the side to the middle end wing door. There is a doorbell to the right of the door. After Care pickup also is at door # 16.

Please contact me if you have any questions.

Pat Tobino

[tobino@stbenedictnj.org](mailto:tobino@stbenedictnj.org)

732-264-5578 ext.23