

SAINT JEROME SCHOOL CARES

(Children Are Receiving Extended Services)

The CARES program provides professional supervision for those registered in the program who attend Saint Jerome School. CARES serves working parents wishing both parochial school education and supplementary care for their children. The CARES program complements the value system of our Catholic school. The program strives to insure security, care and consistency for children of working parents. Activities involve homework, snack and recreation. The CARES program is staffed by experienced teachers and school staff. The staff works together to provide care for each child in an atmosphere of respect and cooperation.

PARENTAL RESPONSIBILITIES

Keeping the child's safety in mind, parents must adhere to the requirements of the program. The signature of a parent/guardian on the information/emergency card indicates agreement with and willingness to comply with the requirements of the program.

******* CARES WILL BE IN THE SCHOOL HALL- TO ALLOW FOR SOCIAL DISTANCING. FOR PICKUP, REGISTERED FAMILIES WILL BE SUPPLIED WITH A PHONE NUMBER. CALL UPON ARRIVAL, IDENTIFICATION WILL BE VERIFIED, CHILD/CHILDREN WILL BE RELEASED.*******

--Information/emergency card for each family must be completed and KEPT UPDATED. At least one of the emergency phone numbers MUST be the number of a parent/guardian. (Answering machines and beepers are not helpful in an emergency)

--Please supply snack and drink each day. During COVID time, masks must be worn; appropriate breaks will be given.

--All children must be signed out with a staff person on any day that they stay for CARES.

--BY LAW, WE MAY NOT RELEASE A CHILD FROM THE CARES PROGRAM TO ANY ONE WHOSE NAME IS NOT ON FILE. Parents should not expect a child released to anyone for whom you have not already given written permission.

--An emergency plan MUST be on file in case of an emergency early dismissal (snow or other conditions that cause us to dismiss early). Each child must know their plan. **No phone calls can be used as an emergency plan.**

--ON THE LAST SCHOOL DAY OF EACH WEEK, FEE AND SCHEDULE FOR THE NEXT WEEK SHOULD BE SENT TO THE HOMEROOM TEACHER BY 12:00 P.M. and MARKED "CARES".

--Parents/guardians should pick up children no later than 5:30 P.M.

--If a child is taken out of school early, please have the school office notify CARES.

STUDENT RESPONSIBILITIES

All students enrolled in the program are to be made aware of the rules of the program by their parents/guardians. To ensure the safety of all the children, the following rules need to be followed.

--Children are expected to respect the Staff, other children, and any space and materials used.

--**During COVID time, masks must be worn; appropriate breaks will be given.**

--Children are NEVER to leave the site without the permission of the CARES STAFF.

--Children must listen to and obey instructions given by the Staff.

--Children are responsible for having all assignments and belongings with them before they report to CARES. In following the School policy, students may not return to a classroom without a teacher present.

-- *Snack and drink supplied each day by family.*

--Children will be supplied a labeled tools bag (crayons, pencils, etc) for personal use while at CARES. They may bring their own electronics FOR CARES ONLY

POLICIES AND PROCEDURES

~~Program operates only on school days from dismissal to 5:30 P.M. **\$10 LATE FEE WILL BE APPLIED AETER 5:30!**

~~Children meet in the designated area when the CARES dismissal line is called.

--**During COVID time, masks must be worn; appropriate breaks will be given.**

~~Children may change into play clothes carried to school by child and kept with schoolbag --PLEASE label everything. (PreK and K do not change.)

~~WRITTEN homework that the children show the Staff will be worked from 3-4:30. Parents are responsible for checking/signing written homework and overseeing study homework.

~~Electronic gaming system permitted.

FEE

The Program is entirely financed by the fee of each family. This fee pays for Staff.

MORNING CARES -- 6:30 A.M. - 7:30 A.M.

FEE/SCHEDULE FOR A.M. CARES IS DUE MONTHLY

ARRIVAL BEFORE 7 --- \$70.00 FOR 1ST CHILD --- \$35 FOR ADDITIONAL CHILD/ren

ARRIVAL AFTER 7 --- \$25 FOR 1ST CHILD --- \$15 FOR ADDITIONAL CHILD/ren

AFTERNOON CARES

GRADES K-8 \$90 week/1child \$20 / DAY FOR DROP-INS
 \$125 week/2children
 \$170 week/3 or more children
DOUBLE FEE FOR EARLY DISMISSAL DAYS

Pre-K4, Pre-K3 \$90 week/1child \$20 / DAY FOR DROP-INS

DOUBLE FEE FOR EARLY DISMISSAL DAYS

**PLEASE WATCH SCHOOL CALENDAR TO KNOW HOW TO ADJUST
PAYMENTS. ONLY PAY FOR THE DAYS FOR WHICH YOU REGISTER.
NO CREDIT OR REFUNDS ARE APPLIED FOR UNUSED DAYS.
RECEIPTS WILL ONLY BE ISSUED AT THE END OF A MONTH UPON
REQUEST. DUPLICATES WILL NOT BE ISSUED.**

**THE COMPLETED INFORMATION FORM AND \$10/family
REGISTRATION FEE FOR ANYONE WHO MAY EVER USE THE
PROGRAM IS DUE BEFORE THEY MAY STAY.**