



SAINT LAWRENCE CATHOLIC SCHOOL AFTER-SCHOOL CARE AGREEMENT

**THIS FORM MUST BE FILLED OUT AND SUBMITTED BEFORE
YOUR CHILD'S FIRST SESSION OF AFTER-SCHOOL CARE**

GENERAL INFORMATION and GUIDELINES FOR STUDENT CONDUCT:

- After-School Care will be directed by Mrs. Brinson, Mrs. Cope and Mrs. Moore
- From 3:00-4:00 each day (except Friday), the television will be off and students will be kept quiet so they can do homework. There will be an academic environment until 4:00 pm.
- Students will be given a snack, including a drink, each day after 4:00 pm
- Students will be given time for play each day after 4:00 pm
- Electronic games, including cell phones, are not allowed during After-School Care
- Students in After-School Care will follow directions given by the director at all times
- Respectful behavior is expected during After-School Care, rough play will not be tolerated
- A student and their family will be asked to speak with the principal if poor behavior is addressed by the director and does not improve. A student may be asked to leave After-School Care if instances of poor behavior persist

HOURS OF OPERATION:

- After-School Care will be offered every school day until 5:30 pm
- Any student not picked up from school by 3:15 pm will be charged for After-School Care
- After-School Care ends at 5:30 pm **sharp**. Charges will be applied for late pickup

FINANCIAL AGREEMENT:

- ☛ After-School Care is \$6.00/child per day. Families with multiple children pay \$10.00 per day
- ☛ Payments for After-School Care may be made in advance for the day, week or month
- ☛ Families should make every effort to avoid carrying a balance for After-School Care
- ☛ Weekly invoices will not be sent. Parents/guardians are responsible for keeping track of days in After-School Care and paying on time
- ☛ Outstanding balances, after one week, will result in a \$10.00 late fee. At that point, the student may not attend After-School Care until the balance has been paid IN FULL.
- ☛ Families who fail to pick up children by 5:30 pm will pay \$1.00 per minute late. For example, a family with one child who arrives for pickup at 5:35 will be charged \$11.00 (\$6 + \$5 late fee)
- ☛ Checks must be made out to “Kathy Brinson”, not the school, church or any other person
- ☛ Students who attend After-School Tutoring should be picked up at 5:00. Children picked up from school before 5:05 PM on tutoring days will not be charged for After-School Care.
- ☛ Children who are not picked up from Tutoring by 5:05 pm will be charged for After-School Care. Charge will be \$3 per day for one child, and \$5 per day for a family. Families who pick up tutoring children late (after 5:30), will be charged an additional \$1 per minute.

I have read and understand the After-School Care Agreement and we will abide by all guidelines.

I understand that the success of the After-School Care program depends on all families paying their fees in a timely fashion.

P-R-I-N-T-E-D name of parent or guardian

Signature of parent or guardian

Date