



### ***Extended Day Program***

The Extended Day Program takes place in the school cafeteria. The program hours are from 3:00 to 5:00. **A late fee of \$10 per every 5 minutes** will be added for pick-up after the close of the program. Habitual late pick-up may cause removal from the program. The Extended Day Program is not offered on early dismissal days. The program can be used on a daily basis and also on an as needed basis by simply sending a note with your child informing the teacher and the school that your child will participate in the Extended Day Program.

**Snack-** Each child will need to bring their own snack appropriate for the duration of their stay. Please remember that we will continue to follow the Diocesan Wellness Policy for the Extended Day Program. (No gum or lollipops, please)

**Activities-** The children in the Extended Day Program will participate in activities following the guidelines of the school. Students may bring electronic devices, at the parent's discretion. They may play downloaded games that are appropriate for a school setting or watch videos, but are not permitted to take pictures or be on social media during this time. Games and videos will be approved by the teachers.

**Dismissal-** The Extended Day Program will be held in the cafeteria. To pick up your child, park in the rear of the school and come to the cafeteria doors. The teachers will sign the child out.

**Billing-** Each student or (group of siblings) will have their own paper for sign out. The cost for 1 hour is \$10. The cost for 2 hours is \$15. This year we are adding a \$20 registration fee to the first bill you receive. We will give a 40% discount for each additional child in the same family that utilizes the program on the same day.

Ex. 1<sup>st</sup> child for 2 hours= \$15 2<sup>nd</sup>/3<sup>rd</sup> child for 2 hours=\$9 each  
1<sup>st</sup> child for 1 hour=\$10 2<sup>nd</sup>/3<sup>rd</sup> child for 1 hour=\$6 each

Your bill will be emailed to you at the end of the month with a due date. If you have not paid the bill by the due date, you will not be allowed to use the Extended Day Program until the bill is paid.

Children will be removed from the program for lack of payment, discipline problems or not following the policies in the school handbook. The Extended Day Program is considered an extension of the Archangel Gabriel School Day.

Extended Day Emergency Phone Number: 412-771-1185 (2:30-5:00 only)  
You can call the school office from 8:00- 2:00.

**\*\*\*\* All information, including times and fees, are subject to change.**