

## ST. CLARE OF MONTEFALCO CATHOLIC SCHOOL EXTENDED DAY PROGRAM

Your child/ren must be enrolled full day at St. Clare Catholic School in Preschool 4 through Grade 8 to participate in the Extended Day Program.

**Registration Fee:** \$100 per family

<b>Rates:</b> Based on 1-hour units	<b>1 child</b>	<b>2 children</b>	<b>3 or more children</b>
	\$5.50	\$5.00/child	\$4.50/child

### Full Day Schedule

6:45 am – 7:55 am = 1 unit  
3:30 pm – 4:00 pm = 1 unit  
4:00 pm – 5:00 pm = 1 unit  
5:00 pm – 6:00 pm = 1 unit

### Half Day Schedule

12:00 pm – 1:00 pm = 1 unit  
1:00 pm – 2:00 pm = 1 unit  
2:00 pm – 3:00 pm = 1 unit  
3:00 pm – 4:00 pm = 1 unit  
4:00 pm – 5:00 pm = 1 unit  
5:00 pm – 6:00 pm = 1 unit

**Half Day Program:** Mandatory sign-up required

### **Additional Fees:**

1. Late pick-up(after 6:01 pm) = \$15
2. Late fee for each additional 15 min interval = \$15
3. Late payments = \$10
4. Returned check fee (NSF) = \$35

### **Billing Procedures:**

1. Bills are sent home with the oldest child.
2. Payments are to be sent to the Main School Office.
3. Cash check or money orders (payable to St. Clare of Montefalco Extended Day) will be accepted. Credit cards are also accepted but a 3% fee will be added. Credit card payments are to be made in the office.
4. Failure to pay the bill within 2 weeks of the posting date will result in consequences beyond the late fee: Exclusion from the Extended Day Program and/or student records and reports will be held at the end of the year.
5. For more information please call 313.647.5100 between the hours of 8:00 am and 4:00 pm.

I understand that once I have paid the non-refundable registration fee I may use the service as needed. I support the program and the staff who are providing this service for my child/children.

Signature \_\_\_\_\_