

## St. Paul the Apostle Aftercare 2011-12

Welcome to St. Paul's After School Care. The program provides quality, safe, and affordable childcare before and after school. The children will receive an afternoon snack. The children will have time to complete homework, play outside, and become involved in other after school activities. The After Care program is available to all St. Paul's children, afternoon 4 year old preschool and pre-kindergarten thru 6<sup>th</sup> grade. The morning program begins at 7 a.m. and will be held in Mrs. Leming's classroom. The afternoon program will begin at 2:45 p.m. on Mondays, Tuesdays, Thursdays, and Fridays. On Wednesdays, the program begins at 1:45. The afternoon program will be held in the Youth Center located above the Early Learning Center. The students must be picked up by 6:15 PM, which is the end of the program each day.

**All families are required to register with the After Care program. Students in grades K-5 who are not picked up by 3:30 (2:30 on Wed.) will be sent to After Care and charged for the service. After 3:30 (2:30 on Wed.), students may be picked up in the upper level of the ELC – Early Learning Center.**

The After Care program follows the school calendar. There **will be** After Care on every regular school day - and in-service day if there is sufficient interest. There is no After Care on snow days or during holiday breaks. Also, if school is dismissed early due to inclement weather, parents should try to pick up their children as soon as possible due to the anticipation of unsafe travel conditions.

When picking up or dropping off a child, parents must provide the time and a signature in the check-in/out book. For your child's safety, he/she will not be allowed to leave with anyone except those designated on the registration form. If a child is going home with someone else, permission needs to be provided. When dropping off your child in the morning, please park in the east parking lot and use the entrance located behind the dumpster in the alley. DO NOT park in the alley!!! In the afternoon, please use the East playground entrance of the ELC, and ring the bell. A phone number for the program will be 940-5081.

After your child is registered, you may send you child on an "as-needed" basis. You will be billed monthly by the business office at a rate of \$3.40 an hour. Also, a \$10.00 late fee will be charged if you are later than closing time.

The children will be expected to follow St. Paul's school rules while in attendance. If a child gets sick before or after the program starts, he/she may not attend.

The St. Paul's After Care is directed by a licensed teacher and staffed by qualified, trained personnel. It was designed to provide a fun and relaxing environment for the children. Good communication with our parents is an essential part of our program. We value each child as an individual and work with our parents to create a warm and welcoming atmosphere where school-age children can feel comfortable and safe.

# Registration for St. Paul the Apostle Extended Day Care Program 2010-2011

Family Name \_\_\_\_\_

Home Address \_\_\_\_\_

Home Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Children's Names and Grades:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

Parent Information

Mom's Name \_\_\_\_\_

Mom's Work # \_\_\_\_\_

Mom's Cell # \_\_\_\_\_

Dad's Name \_\_\_\_\_

Dad's Work # \_\_\_\_\_

Dad's Cell # \_\_\_\_\_

Emergency Contact

Name \_\_\_\_\_

Phone # \_\_\_\_\_

The following people are allowed to pick up my child(ren):

Name \_\_\_\_\_

Relationship \_\_\_\_\_

Name \_\_\_\_\_

Relationship \_\_\_\_\_

Name \_\_\_\_\_

Relationship \_\_\_\_\_

My child(ren) have the following health concerns:

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