

**BEFORE AND AFTER SCHOOL PROGRAM
2015-2016
PROGRAM POLICIES AND FEES**

Online enrollment with Smart Tuition is required for all students registering to attend the Before or After School program. Registration **prior** to attendance is required for all students attending the program. The program provides a supervised framework of academics, crafts, creative activities and games for students. The program is for your convenience as well as your child's safety. The attached enrollment form **must be returned to the Business Office before August 1st**. Parents are encouraged to register their children for the Program in case of emergencies.

The BEFORE SCHOOL PROGRAM is open at 6:30 am and is mandatory for ALL children who come to school prior to morning supervision. Students remain with the person in charge until regular school supervision: Grades 1-8 begins at 7:30am; Kindergarten 8:10; Pre-K 8:20.

Before School Fees: \$5.00 Daily Fee - regardless of drop off time

The AFTER SCHOOL PROGRAM is mandatory for ALL students who do not leave PMA at dismissal time. This program begins at 1:45pm to accommodate Pre-K students and all other students in grades K-8 as they are dismissed. The After School Program is open until 6:00 pm.

After School Fees:

	1:45 to 4:00	4:01 to 6:00	After 6:00 pm
All grades	\$8.00	\$12.00	\$1.00 per minute

*Example: Monday & Tuesday: pick up at 3:30 will be \$8.00 per day
Wednesday: pick up at 5:00 pm will be \$12.00. Thursday/Friday not needed
Total weekly charge: \$28.00*

Students arriving before morning supervision must report to the Before School Program. Students not picked up promptly at school dismissal will be sent to the After School Program. **REGISTRATION IS REQUIRED PRIOR TO ATTENDANCE.**

A student, who attends other after school activities such as piano, sports, scouts, etc., must be picked up promptly at dismissal from that activity. Those students who remain beyond the appointed dismissal time will be required to attend the After School Program and will be charged a fee appropriate to the time of pick-up. For example, a student who remains after school for an activity that dismisses at 4:00 pm, and is not picked up from the After School Program until 4:15 pm will be charged \$12.00 for the day.

Full Day Kindergarten and Pre-K students who attend only from dismissal until bus/car pick-up with an older sibling pay a one-time fee of \$100.00 (cost is less than 60 cents per day) for the school year. This annual fee applies **only** to Kindergarten and Pre-K students who attend and are picked up by an older sibling prior to 2:30 pm.

There is no after school care on early dismissal days (check your calendar), and no before school care on morning delayed openings.

We are excited to provide online billing through *Smart Tuition* this year for an annual fee of \$38.00, paid directly to *Smart Tuition* when you enroll. After school charges will appear on your Smart Tuition account weekly. You will have the flexibility to manually make weekly payments on your account or the after school charges will combine with your regular monthly tuition payment. Students with delinquent accounts over 30 days past due, will not be allowed to attend these programs until payment is made to bring the account to a current status.

**BEFORE AND AFTER SCHOOL PROGRAM
REGISTRATION FORM**

(Annual \$38.00 fee paid directly to Smart Tuition with first month's payment)*

_____ Yes, my child(ren) will attend the **Before School Program**, arriving at approximately _____ am.
I have circled the days on which I plan to use Before School Care:

All Week Mon Tues Wed Thur Fri

_____ I would like to register my child(ren). I will only use the **Before School Program** occasionally.

_____ Yes, my child(ren) will attend the **After School Program** until approximately _____ pm.
I have circled the days on which I plan to use After School Care:

All Week Mon Tues Wed Thur Fri

_____ I would like to register my child(ren). I will only use the **After School Care Program** occasionally.

_____ Yes, my child will attend the After School Program only from Pre-K/Kindergarten dismissal until bus/car pick-up with an older sibling. **A one-time \$100.00 fee is charged to your Smart Tuition account along with the \$38.00 registration fee.**

Child's Name Grade 2015-16

Child's Name Grade 2015-16

Child's Name Grade 2015-16

Child's Name Grade 2015-16

I have read and understand the policy regarding the Before/After School Care Program and fees. I agree to abide by these policies.

Parent/Guardian Signature Date

****Do not send payment with form. Fee deducted from your first payment on your Smart Tuition Account.**