

**BEFORE AND AFTER SCHOOL PROGRAM
2018-2019
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 8:05; Pre-K 8:10.

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	1:45 to 6:00	After 6:00 pm
All grades	\$10.00	\$15.00	\$1.00 per minute

*Example: Monday & Tuesday: pick up at 3:30 will be \$10.00 per day
Wednesday: pick up at 5:00 pm will be \$15.00. Thursday/Friday not needed
Total weekly charge: \$35.00*

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 \$15.00 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 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 bill online through Smart Tuition for an annual fee of \$41.00 (paid with your first tuition payment). Before/After school charges will appear on your Smart Tuition account weekly. We cut off the billing on the 15th of each month and the prior 4 weeks will be due the following month. (Example: Your October payment will include charges for weeks ending 8/30, 9/7, 9/14.) If you pay your tuition through monthly payments, these charges will be **combined with your regular monthly tuition payment**. You have the flexibility to make manual payments on your account by either calling Smart Tuition, make a payment on your mobile device or send a check directly to PMA. **Students with delinquent accounts will not be allowed to attend these programs until payment is made.**

**BEFORE AND AFTER SCHOOL PROGRAM
REGISTRATION FORM**

_____ Yes, my child(ren) will attend the **Before School Program**

_____ 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**

_____ 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 will be charged to your Smart Tuition account.**

Child's Name

Grade 2018-19

Child's Name

Grade 2018-19

Child's Name

Grade 2018-19

Child's Name

Grade 2018-19

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