

## New K3 & K4 Extended Care/ After School Care Programs—

St. Charles is proud to offer K3 & K4

Extended Care (11:30–3:15pm) and

After School Care (3:15-6:00pm).

These programs have very competitive

rates and many options to choose from.

Services will be on-site, allowing children

to stay at St. Charles without the

inconvenience of transferring to another

location.

Have your child join us for snacks, super-

vised activities, and fun in a safe

environment!

## Payment Policy

A one-time family registration fee is assessed. This assists St. Charles with significant start-up costs of the program. There will be no additional registration fees provided the family maintains continuous usage of program services. There will be no additional annual registration fee if a family continues into a new school year. A lapse of service enrollment will result in a new registration fee upon re-enrollment.

Payment for services is made in advance of services being rendered. Extended / After School Care tuition is billed on a monthly basis.

Payment is due on the first day of attendance each month. Families of enrolled students will be billed for the entire upcoming month of chosen “extended / after care” options. This includes K3 & K4 extended school care, after school care, early release days, off days, etc.

Registration fee and snow day insurance (if chosen) fee are due at registration.

Payment is considered past due if not paid by the 10<sup>th</sup> of each month. A \$20.00 late fee may be assessed for each week of payment delinquency. Past due accounts may result in revocation of enrollment in the program. Re-admittance will only be allowed upon full payment of all past due tuition and fees. Due to limited space, reenrollment cannot be guaranteed.

Revision date: January 28, 2010



## After School Care Programs



For Further Information Contact:

Saint Charles Catholic School

Michael Halstead, Principal

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262-367-2040

[stcharlesschoolhartland.com](http://stcharlesschoolhartland.com)

# Our Program

Our program provides snacks and milk, supervised activities, and quiet/homework time is available. Caring and attentive staff is provided through the school and responsible to the principal.

Family Rates / Hours	After School Care (3:15-6pm)		
	1 Hour	1-2 Hours	2-2.75 Hours
1st Child	\$5.00	\$8.00	\$10.00
Each Add'l Child	\$4.50	\$6.50	\$8.00
Family Rates / Hours	Extended School Care: 3K & 4K (11:30-3:15pm)		
	Up to 1.5 Hours	Up to 3.25 Hours	
1st Child	\$8.00	\$20.00	
Each Add'l Child	\$6.50	\$16.00	
<b>Late Pick-up Fee</b>	Late pick-up fee of \$5 per 15 min		
<b>Registration Fee</b>	A one-time family registration fee is assessed upon enrollment, contingent upon continuous enrollment.		
One Child	\$25.00		
Two Children	\$40.00		
Three or more	\$50.00		

## Additional Services

### Off Days and Early Release

Care will be available on days when school is not in session, except for weekends and summer break.

**Half Day/ 11:30-6:00pm**  
Up to 5.5 Hours .....\$25/ Child

**Full Day/ 8:15-6:00pm**  
Up to 9.75 Hours .....\$35/ Child

Registration for days school is not in session must be made at least one month in advance. Space will be limited and filled on a first come first serve basis. Early registration allows for accurate billing and appropriate staffing. St. Charles reserves the right to cancel services if enrollment is insufficient and/or staffing is unavailable. Adequate notice will be given to families if this becomes necessary.

### Drop-In Care

Drop-in Care is available on short notice on a space available basis. Two week advance notice is recommended. Emergency "drop-in" services are subject to approval of the Director and/or Principal. Standard tuition rates apply. Registration fee will be assessed upon first use of services. All required paperwork must be on file prior to use of services.

## The Fine Print

### Administration

This program offers families an optional after school care program in a safe, supervised setting.

The program will be under the direction of the school principal. The program will be operated by persons employed by St. Charles Parish and under the direct supervision of the school principal.

A child's participation may be discontinued if he/she demonstrates chronic disruptive behavior.

The Extended Care / After School Care Program is an extension of St. Charles School. Services are only available to children enrolled as St. Charles students.

Administration reserves the right to amend any policies, guidelines, or pricing.