



BEFORE AND AFTER SCHOOL CARE

Hours of Operation: Regular School Days (no After Care available on half days)
7:00am-8:00am & 3:30pm-5:30pm

Service Fee: * \$9.00 per hour
 \$2.25 per quarter hour or portion of quarter hour
 * \$5.00 per quarter hour or portion of quarter hour after 5:30pm

Location of Program: Library (Bldg. B, Elem./Office bldg., *subject to change*)
All grade levels

Procedures:

1. Any student arriving before 8:00am or staying on school premises after 3:45pm, unless in a supervised school-sponsored program, will be placed in the Before and After School Care program. ***(MS/HS students included)***
2. ***Parent must sign in their ES and MS children for Before Care and sign out their ES and MS children for After Care.*** High school children can sign themselves in and out.
3. Program Supervisor will monitor students activities suited for location of the program.
4. The gym is off-limits unless special permission is granted by the Program Supervisor.

Billing:

1. Before and After School Service fees will be invoiced through FACTS on a monthly basis and will be due on the date indicated.
2. The late fee will be \$10.00 (30 days late) and \$20.00 (60 days late).
3. Non-payment after 60 days will result in termination of services.

Please call, fax, or email the information below to the school.

Phone: 301-663-8418 Email: bstone@newlifecs.org Fax: 301-698-1583

I plan to use *Before and After School Care Services* for this school year: **2017-2018**

<u>Names of Children</u>	<u>Grade</u>	<u>Hours</u>	<u>Days of Service (Circle Days)</u>				
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