

TO: Parents
FROM: James McCarthy, Principal
DATE: July, 2017
RE: Before Care Program

WHAT: The Before Care Program provides care for students before the start of each school day. The program may be used on a daily/weekly basis as needed.

WHO: For students in PK 3 through 8th grade

WHEN: Begins Wednesday, September 6, 2017

The program begins at 7 a.m. and ends at 7:45 a.m. when the doors open for the start of the school day. The parent and child will enter the school through the church doors and proceed to the school entrance by the chapel. They will then ring the bell at which time the Before Care Attendant will receive the child after the parent signs the child in and indicates time of drop off. (DO NOT RING BELL AT BLUE DOORS ON FIFTH AVENUE).

At 7:45 a.m. the school day begins when the doors open for students. At this time, the before care students will proceed to their classrooms.

WHERE: Meeting room across the hall from Main Office.

FEE: \$6.00 for 45 minutes or any part of the 45 minutes between 7 a.m. and 7:45 a.m.

PAYMENT IS EXPECTED UPON RECEIPT OF BI-WEEKLY INVOICE.

To: Parents
From: Mr. James McCarthy
Date: July, 2017
Re: AFTER SCHOOL PROGRAM

WHO: For PRE-K 3 through Grade 8 Students

WHAT: The After School Program provides after school care in a familiar environment for working parents. Activities include homework and playtime.

Parents are to provide snacks and play clothes for the child.

The program may be used on a daily/weekly basis as needed.

FEE: \$7.00 Per Hour OR ANY PART OF AN HOUR.

(Example: 1 ¼ hours would be a total of \$14.00).

FEE WILL BE DOUBLED AFTER 6:00 P.M.

PAYMENT IS EXPECTED UPON RECEIPT OF INVOICE BI-WEEKLY.

WHEN: Begins Wednesday, September 6, 2017.
Full day sessions: Monday through Friday (2:30-6:00 p.m.)

12:30 p.m. Dismissal Days (12:30-6:00 p.m.)

Aftercare will NOT be provided on half days before scheduled vacations; i.e. Thanksgiving, Christmas, Easter. If an occasion arises when we would have to cancel aftercare, (i.e., impending snowstorm) parents will be notified as soon as possible.

WHERE: St. Peter Academy cafeteria, closed-off driveway, gym and Early Childhood Center.

FOR ALL GRADES PK-3 - 8 - If you know ahead of time that you will be sending your child to aftercare, it is imperative that you let your child's teacher know by sending a note indicating your wishes. If an emergency should arise during the day and you cannot pick up your child at dismissal time, please call the school office at 201-261-3468 BEFORE 2 P.M.

AN AFTERCARE HANDBOOK IS AVAILABLE IN PDF FORM ON THE SCHOOL WEBSITE- www.spare.org

AFTER SCHOOL PROGRAM

My child/children will attend the After School Program at St. Peter Academy on the following day/days:

Child's Name: _____ **Grade:** _____

Parent's Signature _____

Mother's Phone Numbers

Father's Phone Numbers

Work: _____

Work: _____

Cell: _____

Cell: _____

Home: _____

Home: _____

On days when parents cannot pick up their child, a note should accompany the child to school with the name of the designated adult to pick up your child. (I.D. will be requested)