

St. Mary School Extended Care Program

Dear Parents,

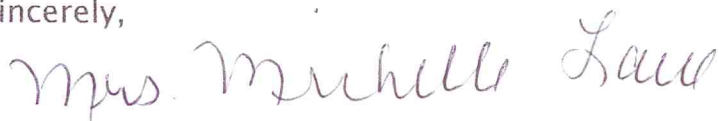
We are happy you and your child are back for another great year at St. Mary School, and the Extended Care Program. There are some changes to the program this year. The Extended Care Program runs before and after school sessions with approximately 70 students involved in the program with 6 rotating supervisors. The program does not receive financial assistance from the school or church. In the past 6 years we have not raised the fees once. However, this year we will be increasing the fees a small percentage. These fees are still lower than other area after school programs.

This year we will also be sending home a monthly sign up calendar. Parents will sign up for days their child(ren) plans to attend. The care fees will be based upon the days the parents sign up for (called Sign Up days). Students who wish to stay on a day to day basis without signing up in advance will be charged the Drop In rate (depending on space availability).

Parents will not be asked to bring snack for the Extended Care Program this year. A \$10 registration fee per family will assist the program with buying snacks and supplies for the year.

If you have any questions or concerns, please see Mrs. Laue (4th grade teacher). We look forward to a great year!

Sincerely,



Mrs. Michelle Laue

Extended Care Staff Program Coordinator

The St. Mary Extended Care Program

A. PROGRAM HOURS & DAYS OF OPERATION

The program runs during the following times:

Before School Session 7:15am – 7:45am

After School Session 3:00pm – 5:15pm

The times of operation are by the school clock, and fees will be based on the school clock.

The program is only offered on school days with all day attendance.

It will **NOT** be open on;

HALF DAYS

HOLIDAYS

TEACHER INSTITUTE DAYS (as noted on monthly calendar

SNOW DAYS

Most of these days, with the exception of snow days, are posted on the school calendar. In the event that school is cancelled during operating hours of the program due to inclement weather, we ask that parents pick their children up from the program as soon as possible.

Students who are not picked up by the 5:15 closing time will be assessed a late fee. (See PROGRAM FEES)

Students who are repeatedly picked up past the 5:15 closing time may be dropped from the program.

The staff will begin to call the student's emergency contact numbers at 5:15 if the student is still at the school.