

St. Gerard's Club

Welcome to Aftercare! We want to make this an enjoyable experience for the children and also as simple as possible for all the child care staff.. It is important that we have accurate numbers for the program in order to provide superior adult supervision for the children. We will provide 1,, 2-3, or 4-5 day programming.. The hours of operation will be 3:10pm to no later than 5:30pm..

THE PROGRAM WILL BE CLOSED AT 50 REGISTRANTS.

The fee for each of these programs is based on 9 months.. The fee for aftercare is based on a school year of 174 days. This is the number of days school will be in session. The billing process being implemented is to accommodate the budget and projected needs of the program. The first month payment is due on Tuesday, August 16th.

Aftercare is separate from tuition. Do not include it with your tuition payment. There are several payment options for aftercare. If you choose **monthly payments**, you must stay current or receive an **email** from the school office... Payment in full is very appreciated as by semester.. Whichever method you choose, the full payment will be due **by the end of May 2023..**

Please Note:

If for some reason you are running late be aware there is a late charge attached to any time past 5:30pm. The breakdown is as follows.

First 10 minutes or any portion will be \$20.00, next ten minutes or portion will be \$30.00, next ten minutes or portion will be \$40.00. After 40 minutes it is a flat \$60.00. If beyond 41 minutes, without contacting the Aftercare staff will be \$100.00

SEE FEE STRUCTURE BELOW

Registration Fee Due August 16th along with first payment

Registration Fee to cover snacks, activities, supplies

\$35.00 for 1 student

\$50.00 for 2 or more students

4-5 Day Program

1 child \$210.00 monthly X 9=\$1,890 per year

2 children \$310.00 X 9 =\$2,790.00 per year

3 or more..additional \$25.00 per month per child

2-3 Day Program

1 child \$150.00 monthly X 9=\$1,350.00 per year

2 children \$260.00 monthly X 9=\$2,250.00 per year

3 or more...additional \$25.00 per month per child

1 Day Program

1 child \$100.00 monthly X 9= \$900.00 per year

2 children \$140.00 monthly X 9= \$1,260.00 per year

3 children \$155.00 monthly X 9 = \$1,350.00 per year

Occasional use by the week—registration does not apply

\$60.00 per week/ \$25.00 per additional child

(if needed for a vacation or hospitalization, something like this—must be approved by Ms. Guthrie)

St. Gerard Majella After-School Child Care Program Child's Personal Information/Registration Form

Child's Name _____

Date of Birth _____

Grade _____

Child's Name _____

Date of Birth _____

Grade _____

Child's Name _____

Date of Birth _____

Grade _____

Child's Primary home address (Street, City, State, Zip)

Home Telephone _____ (CELL) _____

Guardian with whom child primarily resides _____

Mother's or Guardian's Name _____

Home Address (if different) (Street, City, State, Zip)

Home Telephone _____ (CELL) _____

Employed by _____

Hours of Employment _____

Email address _____

Father's or Guardian's Name

Home Address (if different) (Street, City, State, Zip)

Home Telephone _____ (CELL) _____

Employed by _____

Hours of Employment _____

Email address _____

GERARD'S CLUB EMERGENCY CONTACTS AND AUTHORIZED PERSONS TO PICK UP CHILD/REN List at least two contacts (not including parents from previous page) authorized to be notified if parent cannot be reached due to medical emergency, or if the child is left at school beyond program hours. **These contacts are authorized to pick up child/ren from the program. They must present a Driver's license or they will be detained until we contact the parent.**

NAME _____

RELATION TO CHILD/REN _____

PHONE # (CELL) _____

NAME _____

RELATION TO CHILD/REN _____

PHONE # (CELL) _____

PLEASE CONTACT AFTERCARE IF SOMEONE ELSE IS PICKING UP YOUR CHILD/RED. aftercare@sgmschool.org

**IF I CANNOT BE REACHED TO MAKE NECESSARY ARRANGEMENTS
IN A CRITICAL EMERGENCY REQUIRING MEDICAL ATTENTION, I
HEREBY AUTHORIZE ST. GERARD MAJELLA SCHOOL STAFF TO
CONTACT: ST. GERARD MAJELLA DOES NOT PROVIDE ACCIDENT
INSURANCE FOR YOUR CHILD. THIS WILL BE THE RESPONSIBILITY
OF THE PARENT/GUARDIAN.**

Doctor/Clinic _____

Address (street, City, zip) _____

Telephone _____

Preferred hospital--unless determined by medical personnel

Insurance Name _____

Group# _____

Member Id/Policy # _____

Does your child suffer from any chronic/severe health conditions or allergies?

No Yes If yes, explain

Does your child have any food allergies subject to snack time?

No Yes If yes, explain

Registration fee of 35.00 for 1 child received--Check #

Registration fee of 50.00 for 2 or more children received --Check #

St. Gerard's Club

Aftercare/Parent Agreement Please sign and return with registration

Family Name _____

Child's Name _____ Grade _____

Child's Name _____ Grade _____

Child's Name _____ Grade _____

Please initial beside each statement acknowledging you have read the following information:

_____ I understand that payment for SGM/Gerard's Club Program is due by the 16th of each month for the next month for each child receiving care. Failure to pay on time could result in a late fee or a dismissal from the program.

_____ I understand that it is necessary to pick up my child/ren by the 5:30pm program close time. Failure to do so will result in a late pickup fee. First 10 minutes or any portion is \$20.00, next 10 minutes or any portion is \$30.00, next ten minutes or any portion is \$40.00. After 41 minutes the fee is \$100.00. This is payable to Ms. Guthrie within the week.

_____ I give my permission for my child/ren to receive medical attention and/or to be transported for such care in the event of a medical emergency (at which time the parents will be notified).

_____ I understand that my child/ren will be expected to behave in accordance with the Code of Behavior of SGM. Failure to abide by these policies will result in a path of progressive discipline that will include parental involvement and could include losing attendance privileges, and/or possible dismissal from the program.

Parent Signature--one parent signature required

Signature of Mother _____ Date _____

Signature of Father _____ Date _____

Aftercare Rules and Procedures

Aftercare pick-up from the Liguori Aftercare will be held in Liguori Hall Mondays through Fridays from 3:10-5:30 pm (we will also utilize the gym, the field, blacktop, and playground-weather permitting). We do not have aftercare on early dismissal days, snow days, or when school is not in session. In the event of a snowstorm during school hours requiring early dismissal, aftercare will be canceled.

Pick up is at the Liguori Hall double doors facing the field, when we are inside. When Aftercare staff is outside with the children, pick up will be from the outdoor location. A sign will be visible on the door if pickup is in a different location, such as the playground.

GENERAL INFORMATION

1. Students are not allowed to retrieve homework, important papers, etc. in their classrooms.
2. Students will take their personal belongings to the outdoor classroom area.
3. Students are not to have electronic devices, pokemon cards, or beyblades at aftercare. Middle school students may use their chromebooks for homework.

TENTATIVE SCHEDULE

3:20-3:45 Snack time

3:45-4:15 homework time/quiet time

4:15 to pick up—outside or in the gym or playground

Behavior: Aftercare is an extension of the school day. Therefore, students should conduct themselves as they would during school hours. Please refer to pages “Standards of Behavior” as found in the 2022-2023 SGM Parent Student Handbook. Should offenses be repeated or grave enough, the child may be refused access to the Aftercare program. This is at the discretion of the principal and the pastor.

For disagreements between students, or minor misbehavior, students will be given a warning, we will discuss with the involved students how they could respond and handle the situation differently. RULER can be helpful in these situations. We will also inform both sets of parents if needed.

Marks on cards will be given for disrespect, hitting /fighting with other students. If an **aftercare** staff member marks a student's card, They will enter the infraction in the school portal for the teacher and parent to see. (Marks on Choice Cards are meant for serious offenses and repeat offenses).