



## After Care Program Registration 2026-2027

After School Care at Saints Philip & James School offers a variety of activities for students. Activities are supervised by school employees. Students have the opportunity to work on homework, have playtime inside or outside (weather dependent) and enjoy a home-packed snack.

### After Care Procedures:

1. Our program operates from the first full day of school until the last full day of school in June. Hours are from dismissal until 5:00pm. A late fee of \$11.00 per half hour will be charged after 5:00pm, with the exception of some days, i.e. before a holiday.
2. If school is closed for the day, there will be no After Care program.
3. If you choose to have your child participate in after school activities, notify the school in writing. We need an authorized person (listed on Emergency Form) to sign the child out by 5:00pm.
4. Payments are made through FACTS.
5. School rules, as stated in the SSPJ Student/Parent Handbook, will apply to our After Care Program, including the Acceptable Use of Technology Agreement.
6. Children will only be released to a parent or one of the emergency names on the emergency form. A note is required for any changes.
7. A scheduled homework period will be provided on most days. However, it is the responsibility of the parent to ensure that all homework is completed.
8. You are responsible to provide a daily snack for your child (1 lunch & 1 snack for early dismissal days).
9. Parent(s)/Legal Guardian(s) give SSPJ After Care permission to contact the persons listed on the Student Emergency Information form in an emergency situation when Parent/Legal Guardian is not available. In Parent(s)/Legal Guardian(s)' absence, the people listed are authorized to make decisions concerning the child(ren). After Care requires a note or phone call if someone different is coming to pick up the child(ren). Any court documents regarding custody or visitation arrangements should be presented to the principal. While child(ren) is(are) in After Care, should an emergency occur, every effort will be made to contact the Parent(s)/Legal Guardian(s). If all efforts fail, Parent(s)/Legal Guardian(s) consent to any medical treatment deemed necessary by competent medical personnel to save the life or preserve the health of the child(ren).

**Parents/guardians please sign this form and return it to the school office. Thank you!**

**Parent/Guardian Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## After Care Program 2026 - 2027

### TENTATIVE SCHEDULE

|           |                                              |
|-----------|----------------------------------------------|
| 2:45-3:00 | Gather in Gym or Cafeteria, attendance taken |
| 3:00-4:00 | Homework or Playtime                         |
| 4:00-4:15 | Snack                                        |
| 4:15-5:00 | Playtime in Gym, Cafeteria, or Outdoors      |

### AFTER CARE FEES

1. After three days in the After Care program, a \$50 registration fee per family will be assessed. An After Care Registration Form must be submitted each school year.
2. The fee for students in grades Pre-Kindergarten through Grade 8 is \$11.00 per hour beginning at 2:45 p.m. Siblings receive a discount of 10%.
3. If your child remains in After Care beyond 5:00 pm, you will be charged \$11.00 per half hour.
4. Families will be billed on a monthly basis through the FACTS system with payment due in 10 days following invoice date.
5. Saints Philip and James reserves the right to restrict After Care program use, should your account become delinquent.
6. All school rules should be followed while in the After Care program.
7. No electronic devices should be brought to After Care.

### REGISTRATION INFORMATION

| Child's Name | Birthdate | Gender | Age | Grade | Days Attending     |
|--------------|-----------|--------|-----|-------|--------------------|
|              |           | M / F  |     |       | M T W TR F Drop In |
|              |           | M / F  |     |       | M T W TR F Drop In |
|              |           | M / F  |     |       | M T W TR F Drop In |
|              |           | M / F  |     |       | M T W TR F Drop In |