



2010–2011
Aftercare Program for Pre-K through Grade Two
and Afterschool Study Hall for Grades Three through Eight

The **Extended Care Program (which includes both the Aftercare Program and the Afterschool Study Hall)** is designed to provide afterschool supervision on a weekly basis for those parents who are unable to pick up their children at the normal dismissal times.

The **Aftercare Program** begins at 2 p.m. for students in Pre-K and at 3 p.m. for students in kindergarten through grade two, and continues until 6 p.m. for all students. The students in Pre-K through grade two will experience a safe and nurturing atmosphere with a variety of activities that include learning opportunities, physical exercise and play, arts and crafts, sharing, and interacting with others. Students in grades one and two will begin the **Program** with a quiet and supportive atmosphere for completing homework before joining activities with students in Pre-K and kindergarten.

The **Afterschool Study Hall** begins at 3 p.m. for students in grades three through eight and also continues until 6 p.m. This program provides students in grades three through eight with a quiet and supportive atmosphere for completing homework. They will also be able to utilize the computer lab to complete assignments.

Admission to the **Extended Care Program** is limited to All Saints' students. Parents may enroll their child(ren) by completing the *2009–2010 Extended Care Enrollment Form*. **All forms MUST be completed before a child may participate in the Extended Care Program.**

Drop-in students (not regularly enrolled on a daily or weekly basis) may participate in the **Extended Care Program** with the following conditions:

- Each **Program** is limited to 25 students at any given time.
- Admission priority will be given to students enrolled on a weekly basis.
- Arrangements for drop-in attendance **MUST BE MADE** at least one day in advance with the Program Director.
- The same requirements and regulations apply to drop-in students as to regular students.

The School's expectation for student behavior is outlined in the *Parent-Student Handbook*. Should a problem develop, guidance and redirection will be provided in a positive and supportive manner.

Field trips and transportation services are not provided. Parents are responsible for transporting their children. No child will be released to anyone other than an authorized parent or predetermined representative without written authorization by the parent. This **Program** will utilize the enclosed *Student Release Authorization Form*. A *Student Release Authorization Form* **MUST** be on file in the Day School Office for each child and should be updated as needed with information related to this **Program**.

All health, illness, accident, and emergency medical procedures as outlined in the *Parent-Student Handbook* will be in effect with the exception that **NO MEDICATIONS** will be dispensed to children. An *Emergency Contact* form **MUST** be completed and on file in the Day School Office for admission to the **Extended Care Program**.

Liability coverage is carried through the Church Insurance Company.

Our **Program** does not discriminate with regard to race, color, religion, national origin, disability, sex, or age in violation of existing state or federal law or regulations.

Parents are welcome to visit either **Program** to observe. A staff member will accompany parents and visitors who are observing the **Program**.

FEES

The Aftercare Program – Pre-K through Grade Two

The fee schedule is based on an hourly rate of \$8 per hour, rounded up to the half hour. The program is limited to 25 students; therefore, please enroll for specific days and hours. The drop-in option hourly rate is \$9 per hour. The fee for late pick up (after 6 p.m.) is \$1 per minute. The Business Office will invoice fees for the **Aftercare Program** each month. Payment is due by the first of the month following receipt of the invoice. Please make checks payable to All Saints' Episcopal Day School.

The **Aftercare Program** is a licensed facility regulated by the Arizona Department of Health Services, 150 N. 18th Ave., Suite 400, Phoenix, AZ 85007 (602-364-2539). Inspection reports are available upon request, per statute Ra-5-302, A. 14 and A. a5.

The Afterschool Study Hall – Grades Three through Eight

The fee schedule is based on an hourly rate of \$8 per hour, rounded up to the half hour. The program is limited to 25 students; therefore, please enroll for specific days and hours. The drop-in option hourly rate is \$9 per hour. The fee for late pick up (after 6 p.m.) is \$1 per minute. The Business Office will invoice fees for the **Afterschool Study Hall** each month. Payment is due by the first of the month following receipt of the invoice. Please make checks payable to All Saints' Episcopal Day School.

