



St. Francis de Sales Catholic Academy

"A Faith Filled Future"

Christopher Scharbach
Principal

Rori Martello
Assistant Principal

May 2018

Dear Pre-K – Grade 5 Families,

The After School Program will continue for the 2018/2019 school year. Our goal is to provide a safe, nurturing, fun environment for your children who need care after the regular school day. Although this letter is directed to families with children in Grades Pre-K to 5, a student in Grade 6 may stay at After School occasionally if necessary.

On most days the program will include time for play, snack, homework help, and an activity for the day (arts & crafts, board games, etc.). The program will begin on September 17th. It will be in session Monday through Thursday on most days when SFDS is in session as long as at least 5 students are registered to attend. It will be staffed by members of the faculty assisted by 7th & 8th Grade students. The homework help that will be provided will be assistance with completing the day's written assignments. It will not be tutoring or studying for tests.

Following are the rates for the program for 2018/2019:

	<u>Dismissal – 5:30 p.m.</u>
1 st Child in Family	\$20
2 nd Child in Family	\$15
3 rd Child in Family	\$10 each

The teachers must attend meetings on half days so we are unable to have the After School Program when school dismisses at 12:00 pm

You will be asked on a weekly basis to let us know the days your children will be attending the program the following week. An email will be sent to you by Tuesday, and it *must* be returned by Friday with the required information. Payment will be due by Friday for the following week, and only checks or money orders in the exact amount will be accepted. Any family that fails to pay the after school fee when due will forfeit the privilege to use the service.

The number of moderators assigned to work each day is determined by the number of children pre-registered to attend. Late registrations and cancellations make it extremely difficult to run the program effectively, and these practices were a continuous problem this year. Your cooperation in adhering to the guidelines of the program will be greatly appreciated.

All children who will attend the after school program in 2018/2019 must be registered in the system. In order to plan for the program next year, it is necessary for us to register students now. If you plan to have your child(ren) attend, please complete the attached form and return it to the office with the registration fee of \$25 per child/\$50 per family (non-refundable) no later than **Friday, June 8th**. *Please note that if the number of students registered by June 8th is not enough to support the program, plans for the after school program will have to be cancelled, and you will be notified of this so you can make other child care plans.* Further information on the program will be sent home in September to those families who are registered.

We hope that the after school program will continue to help our families with their after school care needs.

Sincerely in Christ,

Christopher Scharbach

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