



Extended Day Program 2018-2019

Extended Day is a safe, caring environment where the children can play, socialize, and complete homework. We provide an afternoon snack, outside play, homework time, art, and free choice activities. Because we are an extension of the school, we follow the Saint Vincent de Paul handbook and policies. Children are expected to uphold the same conduct and Christian behavior. If behavior is an ongoing problem, students may be asked to withdraw from Extended Day.

Parents must enter the Extended Day building and sign their child in/out. In the event that your child must leave Extended Day unaccompanied to a school activity, please send an email/note or give us a phone call. Children are not released to people other than those listed on their emergency contact information or previously arranged with the staff member.

Homework time is provided but the staff is not responsible for your child's completed homework. There is a computer available for "homework use" only.

Electronic devices from home are not allowed during the Extended Day hours.

EDP will be CLOSED on all school holidays for the 2018-2019 school year. We will be open on Teacher Work Days and Prof. Ed. Days.

Late Policy There will be a \$5 per minute charge up to 6:05p.m. and \$1 per minute thereafter. Also parents who are consistently late may be asked not to use the Extended Program.

2018-2019 Prices

\$50 registration fee per child \$25 per sibling after

Before School 7:00 a.m. to 8:10 a.m.

\$4

Regular Dismissals 3:15- 6:00p.m.

\$4 until 4:00

\$8 until 5:00

\$12 until 6:00

12:30 Dismissals – Open until 6:00 pm

\$4 per hour (\$20 daily cap)

Full Time Option

\$250 per month/per child 10 month contract (September-June)

**Saint Vincent de Paul Parish School
Extended Day Program
2018-2019**

I have read and understood the Extended Day Policy.

Parent Signature_____

Parent Signature_____

Student Signature_____

Student Signature_____

Date_____



St. Vincent de Paul Parish School
Kindergarten – 8th Grade Extended Day Care Contract
Tuition Contract 2018-2019 School Year

I understand that I am entering into a contractual agreement with St. Vincent de Paul Parish School's extended day care and that I am obligated to pay my full extended day care tuition. I also understand that if I fail to pay my tuition and fees in full by the last day of the school year that I am responsible for all collection fees, attorney fees, and courts costs incurred by the school in order to collect the balance of my tuition amount. Charges will be deducted from your account on **the 15th of the month.** We will use the same account information that you provided to us for your school tuition.

Please initial next to the option you will be using:

_____ Full-Time \$250 per month/per child
_____ Bill according to usage of Extended Day Care hours

Contractual Understanding

It is understood by the undersigned parent(s) and or guardian(s) that this is a legally binding agreement. Parents and or guardians consent to pay in a prompt timely manner. **It is understood that non-payment or late payment of tuition and fees will result in one or more of the following consequences:** (1) Up to a \$50.00 per month late fee. (2) Students dismissal from school. Again we agree to pay all penalty related costs and all collection expenses, attorney fees and court costs.

_____ Father/Guardian Date

_____ Mother/Guardian Date

Students Name(s) _____

Saint Vincent de Paul Parish School

DIRECT TUITION WITHDRAWAL AUTHORIZATION FORM

Please mark all that apply. If a separate account is needed for each withdrawal please complete separate forms

- Extended Daycare (K-8)** **Pre-K Extended Daycare**
 Nano Nagle Children's Center

Please **ATTACH A VOIDED CHECK.** (DO NOT attach a deposit slip)

- New Student(s) Account** **No Change** (use same account as last year)
 Change in Previous Account Information

Name (*as shown on bank account*)

Address

City

State

Zip

Home Phone

Daytime Phone

Email

Student Name/Grade

Student Name/Grade

Student Name/Grade

Student Name/Grade

Checking _____

Savings _____

Financial Institution

Transit Routing Number (*9 digit bank #*)

Bank Account Number

I authorize Saint Vincent dePaul School to automatically deduct my monthly **Tuition Payments** from the above referenced account. I understand this authorization will remain in effect until I provide written notice of termination in such time and in such manner as to afford Saint Vincent dePaul School a reasonable opportunity to act on it (*minimum of 7 business days' notice prior to effective date*). I understand that it is my responsibility to notify Saint Vincent dePaul School of any change in student(s) enrollment. I understand that St. Vincent dePaul School reserves the right to terminate this service at any time.

Signature (*required for validation*)

_____/_____/_____
Date

Terms of service: Debits will be made on the 15th business day of each month of each school year the student(s) is enrolled unless that day falls on a weekend or other bank holiday. In the event that the 15th falls on a non-banking day, the debit will be processed on the next available business day. Saint Vincent dePaul School is not responsible for bank account charges, NSF or other bank fees, or overdrafts caused by automatic transactions. **Saint Vincent de Paul School will assess a \$25.00 fee on all transactions returned by the bank.**

Saint Vincent de Paul Parish School
Mother Teresa Extended Day Program
2018-2019

\$50 Registration Fee

Child's Name _____ Grade _____

Child's Name _____ Grade _____

Home Address _____

City/State/Zip _____ Phone Number _____

Allergies _____ EPI PEN? _____

Mother/Guardian

Father/Guardian

Name: _____

Name: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

Circle Days Needed:

Monday Tuesday Wednesday Thursday Friday Full-Time

Before & After Before Only After Only

****\$50 registration fee first child-\$25 each sibling after****

Office Use Only

Date Rcvd: _____

Check #/Cash _____

Amount Rcvd _____