

St. Thomas School  
After School Care Program 2011-2012

We are pleased to offer your child a safe, happy environment with creative, educational activities and quiet time to study. Our staff consists of a teacher, Ms. Carol Gosselin, and aides. The program begins on the first full day of school. Our typical day will run as follows:

2:15 – 2:30 check-in  
2:30 – 3:00 snack  
3:00 – 4:00 Homework/quiet time  
4:00 – 5:00 Outside play/or activities  
5:00 – 5:30 Clean up/get ready for dismissal

On half days, (12:10 – 5:30), the schedule will adjust accordingly.

Children will need to bring play clothes, sneakers, snack and a beverage.  
Fees: \$7.00 for the first hour (2:15 – 3:15)  
Full afternoon : \$15.00

The program charges are due on the last day of the week that your child attends. Checks should be made payable to St. Thomas School. A student may not continue to participate in the After School Program if the end of week payment is not received. Please keep cancelled checks for your tax and employee reimbursement records. Please note: your child must be picked up by 5:30 or there will be an additional charge of \$5.00 for every 10 minutes or any portion thereof after 5:30.

If your child will not be attending After School Care on his/her regularly scheduled day, you must send a note to the office (Attn: After School Care) or call to leave a message (628-2485).

If, in the opinion of the staff, your child is ill or becomes ill, you will be asked to arrange for your child to be picked up immediately.

For safety reasons, when picking up your child, you must sign him/her out. If a person other than the parent or predetermined person is picking up your child we must be notified beforehand in order to release your child and identification may be requested.

The program will not operate on the following days:

- On emergency snow days (early dismissal)
- Days when school is not scheduled
- During school vacations
- Holidays
- Half day before Christmas (12/23/10)
- Final day of school in June

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**Please return completed form along with a non-refundable deposit of one week's payment to the school office on or before Friday, August 19th. Thank you.**

Child(ren)'s Name(s):

Grade Level in 2011-2012

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I am planning on enrolling my child (ren) in the St. Thomas School Afterschool Care program on the following days (please check): Even if you are not sure what days you need e.g. two days, fill in any two days for now. Please specify if you will be using only the one hour time slot.

M\_\_\_\_\_ T\_\_\_\_\_ W\_\_\_\_\_ Th\_\_\_\_\_ F\_\_\_\_\_

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_