



ST. LUCY SCHOOL

After School /Homework Club Program 2019/2020

PK3 through 8th Grade (excludes PreK for All students)

Dear Parents:

St. Lucy School is happy to provide an After School Homework Club Program for our students enrolled in PK3 and grades K-8th. **beginning Thursday, September 5, 2019 for grades K-8th. Friday, September 6th for grades PK3(Nursery) & PreK for All and ending on June 16, 2020. Homework Club begins Monday, September 9th and ends Thursday, June 11, 2020**

The After School program operates from Monday-Friday, dismissal to 6PM and half days from 12PM-6PM. Our Homework Club Program operates Monday-Thursday, dismissal to 4:30PM. There is after school available after Homework Club at an additional price. Currently, there are 175 school days of which 165 days have aftercare available.

The school offers a five day plan in order to accommodate the needs of our families (our rates are based on the total number of after school days). After school and Homework Club are billed over 8 months beginning with October billing and finishing with May billing through your Smart Tuition Account. Any late payments are subject to a Late Fee billed on your Smart Tuition Account.

The daily rate is \$25 per child, per day for those not in the monthly program. Payment will be billed to your SMART TUITION account for the day the child(ren) attend the Afterschool Program. If SMART TUITION account is not up to date, child(ren) will not be able to remain in program until payment is made (including late fee).

The sibling discounts embedded in each plan will also cover children in the PK3 or PRE-K for All program (Ex: 3rd grade child has sibling in the PRK3 or PreK for All program).

If you are interested in enrolling your child, you MUST fill out the Afterschool and/or Homework Club registration form and return to school by Sept. 5th along with the Afterschool and/or Homework Club Contract Form and Authorization Pick Up form. No child will be able to start without all forms handed in. Once you enroll, we will automatically set up your Smart Tuition Account to reflect the charge.

If for any reason you need to change your program option you must fill out a Withdrawal/Change form indicating the effective date of the change. These changes must be handed into the office one month prior to the effective change date. (Example: if you want your change to start on November 1st, the form must be submitted to the office on October 1st).

Once the office receives this request, we will send home confirmation stating that we received your new updated form. If you do not receive confirmation of your change, please contact the office. No verbal request of changes will be accepted!

There will be no Afterschool/Homework Club Program on days that school is closed. Please keep in mind in extreme emergencies (such as bad weather), we may have to cancel the Afterschool/Homework Club Program for the safety of the children and staff. At times this may be done on short notice through an IRIS ALERT.

If you are using the Afterschool Homework Club Program and your child is absent or does not regularly attend, refunds or credits will **not** be issued.

Please be aware a **LATE PICK-UP FEE of \$25 per child** will be charged for **every 10 minutes or any part there of that your child(ren) remains after 6:00pm. The fee will automatically be charged to your SMART account.**

ST. LUCY'S AFTERSCHOOL/HOMEWORK CLUB PROGRAM REGISTRATION FORM (PK3 & K-8th)

Please check the program that you would like to enroll your child in: (check one only)

AFTERSCHOOL ONLY ___ ONE CHILD - \$400 per month

(M-F, 2:30-6PM) ___ 2 CHILDREN - \$500 per month

___ 3 or more - \$580 per month

HOMEWORK CLUB ONLY ___ ONE CHILD - \$175 per month

(M-THURS, 2:30-4:30PM) ___ 2 CHILDREN - \$280 per month

___ 3 or more - \$375 per month

HOMEWORK CLUB/AFTERSCHOOL

(M-THURS, 2:30-4:30PM/4:30-6PM)

(Includes Friday for Afterschool) ___ ONE CHILD - \$390 per month

___ 2 CHILDREN - \$505 per month

___ 3 or more - \$615 per month

HOMEWORK CLUB/PLUS FRIDAY

(M-Friday, 2:30-4:30PM ONLY) ___ ONE CHILD - \$250 per month

___ 2 CHILDREN - \$350 per month

___ 3 or more children \$450 per month

Student Name(s)

1. _____ Grade _____

2. _____ Grade _____

3. _____ Grade _____

Parent Name (PRINT) _____ Date _____

Parent Signature _____ Cell# _____

AFTER-SCHOOL PICK UP AUTHORIZATION

IN ORDER TO REGISTER FOR THE AFTER SCHOOL PROGRAM YOU MUST HAVE AT LEAST 2 PEOPLE WITH (ACTIVE PHONE NUMBERS) ON THIS FORM THAT ARE AUTHORIZED TO PICK UP YOUR CHILD(REN) IN CASE YOU ARE LATE.

PARENT NAME: _____

PARENT EMAIL _____

CELL NUMBER _____

CHILD(REN)'S NAME: _____ **GRADE** _____

_____ **GRADE** _____

_____ **GRADE** _____

AUTHORIZED TO PICK UP CHILD(REN)

NAME _____

ADDRESS _____

WORK NUMBER: _____

CELL NUMBER: _____

NAME: _____

ADDRESS: _____

WORK NUMBER: _____

CELL NUMBER: _____

NAME: _____

ADDRESS: _____

WORK NUMBER: _____

CELL NUMBER: _____

St. Lucy's Afterschool/Homework Club Contract

The program is open until 6:00pm. (except when notified of early closing due to inclement weather, emergency etc.)

- 🕒 All children must be picked up NO LATER THAN 6:00pm.
- 🕒 Late fee of \$25.00 per child will be charged for every 10 minutes or any part there of that your child remains after 6:00pm.
- 🕒 All late fees will automatically be added to your SMART TUITION account.
- 🕒 If you are late 3 times, you will be asked to remove your child(ren) from the program (NO REFUND)
- 🕒 All payments are due by the 5th of the month thru SMART TUITION.
- 🕒 Any person who is more than one month in arrears will not be allowed to use the program until payment is made.
- 🕒 In Homework Club, a teacher will check homework, however, depending on each student's individual needs, homework may not always be completed. Please check the Homework Club teachers form to see what still needs to be completed.
- 🕒 By signing below, I am agreeing to the guidelines listed above for the Afterschool/Homework Club Program.
- 🕒 I am also aware that my child(ren) will not be allowed to use the program until the tear-off is returned to the school, regardless if payment has already been made.

St. Lucy's Afterschool/Homework Club Contract

2019/2020

Student
Name(s) _____

Grade(s) _____

Parent
Name _____

Parent
Signature _____



NO AFTERSCHOOL/HOMEWORK CLUB

THURSDAY, OCTOBER 3

FRIDAY, NOVEMBER 15

WEDNESDAY, NOVEMBER 27

FRIDAY, DECEMBER 13

FRIDAY, DECEMBER 20

WEDNESDAY, APRIL 8

FRIDAY, APRIL 24

WEDNESDAY, JUNE 17

THURSDAY, JUNE 18

FRIDAY, JUNE 19