

## ST. FRANCIS XAVIER PARISH/NOTRE DAME SCHOOL

# 2017-18 AFTER SCHOOL PROGRAM

St. Francis Xavier Parish, in collaboration with St. Mary Parish, will offer the After School Program at Notre Dame Elementary School for the 2017-2018 school year, starting August 31, 2017.

Fees will remain the same as last year: \$11 per day/3+ days per week; \$13 per day/1-2 days per week, and \$16 per day for drop-ins.

The Sign-up Sheet for September 2017 is due August 18, 2017. Future Sign-up Sheets are due by the 15<sup>th</sup> of the prior month. Notification of changes to your scheduled dates should be sent directly to [jkopp@gracesystem.org](mailto:jkopp@gracesystem.org) as early as possible. Families should not deviate from their scheduled dates without approval by Jennifer Kopp. Please contact Jennifer at the email above to make a change. When a child attends the program on an unscheduled day, a fee of \$16.00 per child will be assessed for the day. It is payable when you pick-up your child that same day.

Fees are due with the Sign-up Sheet by the 15<sup>th</sup> of the previous month. After the due date, fees will be calculated using the drop-in rate of \$16.00 per child per day. Fees for drop-ins must be paid on or before the day of service.

After School Program service ends promptly at 5:30pm. Penalty for late pick-up is \$1 for every minute late.

The After School Program is not available on early release or non-school days.

If you plan to utilize the After School Program, please complete a Registration Form for each of your children. It is important we have this information on file before your child(ren) can attend the After School Program.

Please find the attached Registration Form and both September and October's Sign-Up Sheets.

Please contact Jennifer Kopp at Notre Dame School 337-1103 Mondays through Thursdays or email [jkopp@gracesystem.org](mailto:jkopp@gracesystem.org) with questions.