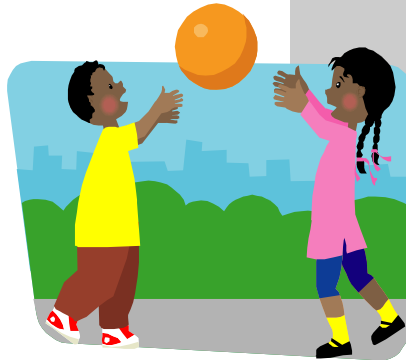


## The Academy of Our Lady of Peace

# AfterCare Services



School's Office 908-464-8657  
AfterCare: 908-787-6564

## The Academy of Our Lady of Peace

The Before and After School Care Program is available to all children grades Pre- K 4 PM – 8 attending The Academy of Our Lady of Peace. Children participating on a full time or part-time basis are enrolled in the program and drop – in students are welcome with 24-hour notice. The program is designed to complement the philosophy of the Academy and support family values. We are committed to provide quality care in a loving, Christian environment.

The Before and After School Care Program provides professional supervision, recreational activities and much more. There is a set time for homework and snacks. Daily activities including art and indoor and outdoor games will be provided for the children. The program is intended to foster the child's social, emotional, and physical development in a safe, secure, and stable atmosphere. Parents can be assured that their children are well cared for.

**ELIGIBILITY:** Students who are currently enrolled in The Academy of Our Lady of Peace are eligible on days that they attend school. Once a child is picked up from school s/he may not return to the After Care Program.

**STAFF:** The Program is administered by the staff of The Academy of Our Lady of Peace.



Homework assistance is  
available.

# Before & After School Care

## OPERATING SCHEDULE:

The Before and After School Care Program is open Monday through Friday from the first full day until the second to the last day of school. Before School Care begins at 7:15 am and ends at 8:15 am. The hours for After School Care are from 3:00 pm to 6:00 pm on full session days and from 12:30 pm to 6:00 pm on first Fridays and most half-day sessions. After School Care is closed half-day sessions before holidays, school vacations, teacher professional days and emergency school closings.



A variety of games and activities take place at AfterCare.

## FEE

**SCHEDULE:** The cost of the full time Program is \$2100 per child per year. The cost of the part-time Program is based on the number of days per week attending. (See grid below.) A \$40 non-refundable registration fee is required per family. Full-time and part-time fees are paid in advance. The cost is divided into four equal payments which are due September 1<sup>st</sup>, November 1<sup>st</sup>, February 1<sup>st</sup>, and April 1<sup>st</sup>. Before care services are included in this Program.

No deduction in fees will be made for a child's absence due to illness, vacation, holidays, emergencies when school is closed, or attendance at another after school activity.

5 days per week =	\$2100 per year or \$525 quarterly
4 days per week =	\$1680 per year or \$420 quarterly
3 days per week =	\$1260 per year or \$315 quarterly
2 days per week =	\$840 per year or \$210 quarterly

## DROP-IN

The Drop-in Program requires a \$25 non-refundable fee per family. Fees are paid on an hourly basis at \$8 per hour or part of an hour. Payment is due at the time of the services.

Before care is \$8 per child for each morning session. Payment should be made when the child is brought to before care.

**PICK-UP:** All children will be picked up at the door closest to the AfterCare classrooms. They must be signed out by a parent or an authorized person. Written notification of any change in routine must be presented. For example, after school activities, going home with a friend, etc. For the safety of the children, no child will be released without verification of an authorized pick-up.

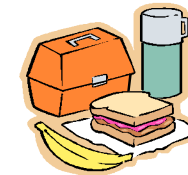
## LATE PICK-UP

**POLICY:** The AfterCare Program ends promptly at 6:00 p.m. A late fee of \$2 per minute per child for the first 15 minutes and \$3 per minute per child for each subsequent minutes or portion thereof that a child remains at the School after 6:00p.m. is due in cash at the time of pick-up. If a child is picked up late more that four times, the child will be suspended from the program for the following week. The school may terminate the AfterCare services if a child is picked up habitually late.

## EMERGENCY

**FORMS:** An emergency form must be on file with the Director of the program. This form must be filled out completely at the time of registration. Please share any necessary information which would be required to insure a safe environment for your child.

## FOOD AND SNACK:



Children must bring a lunch from home on half days (first Fridays). A snack will be provided for the children each afternoon.

## CLOTHING:

The children have the option of changing into play clothes. If you wish your child to change, please have a change of clothing well marked with your child's name and in a bag. When the weather gets colder, warm coats, hats, gloves and scarves are necessary, since time will be spent outside each day.

## DONATIONS:

We welcome any donations of games, toys and puzzles as well as paper. If you have any items you wish to donate, we would appreciate it. Please contact the School Office at 908-464-8657.

## The Academy of Our Lady of Peace

99 South Street  
New Providence, NJ 07974

School's Office 908-464-8657 x 11  
AfterCare 908-787-6564 After School only