

NAM BEFORE/AFTER SCHOOL PROGRAM 2008-2009

The goal of this program is to provide safe structured before & after school supervision, keeping children involved in creative, educational play and fostering interaction among all school age children.

Before School Schedule:

7:00AM	K-6 -Earliest Arrival Time
8:00AM	Latest K-6 -Arrival Time
8:25AM	K-6 & preschool Children to classrooms

After School Schedule

3:05	Dismissal...Preschool &K-6 children will report to the library and then be escorted and secured in DeLuca Hall once homework has been completed, typically at 3:45. No one will be permitted to change or leave the hall without permission to insure the safety of the children.
3:45	Healthy snack and change into casual clothes.
4:00	Supervised Free Time: Video Area Games Corner Secured Outside Recess weather permitting Reading Center
6:00	Latest Pick up Time

Following are some guidelines for this year:

1. The Before/After School Program will be in session on school days and will commence Monday August 25, 2008. On scheduled early dismissal days the program will be available with extended afternoon hours to accommodate working parents and will be in session from 12:05 until 6:00PM. The exceptions will be: Halloween the program will conclude @ 3:00

Thanksgiving 11/26 – **no afterschool**

2. If school is not held due to reasons other than holidays formally listed, such as inclement weather, there will be no program. However; if school is dismissed early due to weather conditions the program will begin at the time of dismissal. In the case of a 2 hour delay the program will commence at 9:00AM..

3. The participants will come directly to Deluca Hall. They will bring their belongings, jackets, lunch boxes, books, etc. The children will not be permitted to enter the classroom end of the building unless escorted by an adult.

4. You should provide a nutritious snack for your child(ren) each day.

5. No medication will be administered.

6. Child(ren) may not attend the Before/After School Program if the child was not permitted to attend school.

7. The Before/After School Program fee schedule is as follows:

\$8.00/per day for the morning program

\$5.50 per hour for one child

\$7.50 per hour for two children

\$9.50 per hour for three or more children

Fees will be assessed in half hour increments. If the child(ren) are picked up past a half hour you will be charged for an hour.

(Example: Our program begins at 3:05, pick up your child at 3:50 and pay \$5.50, pick up your child at 4:10 and pay \$8.25)

8. Parents should pick up their children at the scheduled time and/or no later than 5:30 PM, or drop off no later than 8:00AM

If you are later than 6:00 PM, an additional fee of \$5.00 will be charged for every 10 minutes that you are late.

9. After School and Before School Program fees should be made payable to N.A.M.

School with "Childcare" marked on the outside of the envelope. Checks will be the only form of payment accepted.

10. Attendance dates shall be scheduled and due one week in advance. Please use the "Scheduling Sheet".

11. Unscheduled "Afterschool" call-in's will be permitted when student/staff ratio allows.

12. Please note that you will be billed on a monthly basis for usage of the program. Therefore, shortly following month-end (usually the 10th of the month) you will receive a statement and your payment will be due within two weeks of receipt of the statement.

13. The parent will punch the attendance card each time they pick up their child.

14. School tuition must be current for continued enrollment in the Before/After School Program

15. If your child(ren) is/are absent on a scheduled day due to illness, emergency, etc., you will not be charged.

19. Your child will be removed from the program due to unresolved conflicts or discipline problems.

20. All terms and conditions listed above are subject to change at the principal or administrator's discretion.