

January 4, 2024

Dear Parents,

We will continue the “BEFORE AND AFTER SCHOOL PROGRAM” this year. The times will be 7:30am – 8:30am and 3:15pm – 6:00pm. The cost will be \$6.50 per hour and \$3.25 per half-hour. You will receive a bill every Monday to be paid on Tuesday or the next day after a holiday. There will be one leader. The Administrative Staff will not be in the building during the “Before and After School Program”.

The Daily Schedule will be:

7:30am Play/Read
8:10am Clean Up
8:15am Quiet Time

3:15pm Outside /Inside Play
4:00pm Homework / Snack
4:30pm Play Time
5:45pm Clean up Time
6:00pm Dismissal Time

Parents need to provide food for their child. If someone other than the designated person is picking up a child please notify staff in writing.

Please remember that upon picking up a parent must sign the student out.

We will need an **allergy list** and any **other special needs** for your child.

Please return as soon as possible.

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_____ I will need before school care. _____ I will need after school care.

Child’s Name: _____

Parent’s Names: _____

Address: _____

Telephone/Cell Phone: _____

Authorized to pick up:

Name: _____ Cell: _____

Name: _____ Cell: _____

Name: _____ Cell: _____

Name: _____ Cell: _____