



## St. Michael Prekindergarten Before Care/Aftercare Guidelines and Tuition

We look forward to spending time with your children each school day in a safe, happy and structured environment where we will build new friendships, pray, learn, and play together.

This communication provides an overview of our program, daily structure, and expectations for the Prekindergarten Before Care and After School Care program. The fees, staff, location, and schedule are separate from the elementary school Before Care and Aftercare program. The location for the Prekindergarten Before Care is in Marian Hall and Aftercare is in the preschool garden, cafeteria, or the PreK1 and PreK 3 classrooms. Please take time to read our guidelines carefully and ask the Prekindergarten Director any questions as needed.

### Payment

The rate for Prekindergarten Before Care and Aftercare may be found on the registration form and below. The Before Care and Aftercare tuition will be taken out of your FACTS account by September 1 (no cash or checks will be accepted). St. Michael Prekindergarten Before Care and Aftercare are a FLAT RATE. A refund is not given for missed Before Care or Aftercare days. This is because our tuition directly funds our operating costs and staffing. Please submit the Before Care/Aftercare form to hold your spot in our program. Please contact the Prekindergarten director if you have any questions or a different Before Care or Aftercare need or schedule. Please go to the chart below to see our options in our Before Care and/or Aftercare program.

<b>St. Michael Prekindergarten Before Care Prices for school year</b> <b>A school year is 175 days. Student must attend school on the day they attend Before Care.</b>					
<b>A set schedule is preferred. Please arrange a fluctuating schedule with the director.</b>					
Drop Off Time window	Price for school year Full Time or 5 days	Price for school year for 4 days (arrange days with director)	Price for school year MWF or 3 days	Price for school Year T/TH or 2 days	Price for school year for 1 day (arrange day with director)
From 7:00 a.m. to 7:40 a.m.	\$600	\$480	\$360	\$240	\$120

<b>St. Michael Prekindergarten Aftercare Prices</b> <b>A school year is 175 days. Student must attend school and be a full day student on the day they attend aftercare.</b>
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**A set schedule is preferred. Please arrange a fluctuating schedule with the director.**

Pick Up Time window	Price for school year Full Time which is 5 days	Price for school year for 4 days (only for full time students arrange days with director)	Price for school year 3 days MWF	Price for school Year 2 days T/TH	Price for school year 1 day (arrange day with director)	Late Fee: Begins 5 min after pick up time
From 3:15 to 4:30	\$1,207	\$965.60	\$724.20	\$482.80	\$241.40	\$1 per minute late
From 3:15 to 5:30	\$2,500	\$2,000	\$1,500	\$1,000	\$500	\$1 per minute late

Attendance

\*Important\* If your child will be absent from Before Care or Aftercare for any reason on any given day that they are scheduled, please inform the prekindergarten director by emailing [lwells@cdeducation.org](mailto:lwells@cdeducation.org). There is no refund for days absent from the Before Care or Aftercare program.

Emergency Closings

The Aftercare program reserves the right to cancel due to inclement weather and if school is closed for any reason Before care and/or Aftercare must close as well. Parents will be informed immediately if the program will be canceled for the day. Snow days, sick days or closures for any reason will not result in a refund.

Pick-Up

Aftercare hours are from 3:15pm-5:30p.m. Our 2 Prekindergarten Aftercare classrooms are: PreK 1 and Prek 3.

Pick up Procedure: Parents/Guardians will not enter the building, but will:

1. Look in the prekindergarten garden to see if the children are playing outside.
2. Pull up in front of Marian Hall and call the prekindergarten program at 614-885-3149 option 8. Staff will verify that you are an authorized parent or guardian for pick up and will then help your child gather their belongings and bring them to you in your car. If you are going to be late, please call us at: 614-885-3149 option 8. A car seat must be in your vehicle for your Prekindergarten student to be released to you.

Late Pick Up Fees:

Aftercare students for 4:30 pick up: parents will be charged \$1 for every minute after 4:35 that they arrive.

Aftercare students for 5:30 pick up: parents will be charged \$1 every minute after 5:35 p.m. that they arrive.

## Withdrawal

A formal letter of withdrawal, with a one-month notice must be turned in to the Prekindergarten director.

## Schedule

3:15 end of dismissal for car riders. Children not picked up will be brought to aftercare. Late fees apply.

3:15-3:30 Art project/centers Cycle through bathroom to prepare to go outside

3:30-4:00 1 Center Rotation with Center Buddies

4:00-4:30 Outside (4:30 children picked up)

4:30-4:45 Snack

4:45-5:00 Whole Group activity-bingo game, quiet mouse game, bike riding in cafeteria,

5:00-5:30 Center rotation, pick Up.