

## 2017-2018 Extended Day Policies and Fees

### ELIGIBILITY

- Enrolled as a student at St. Matthew's or an immediate family member.
- Both parents and children agree to abide by the guidelines and policies of the program.

### EXTENDED DAY RATES

• PK3 – 6 <sup>th</sup> Grade	3:30 PM – 4:30 PM	\$100.00
• PK3 – 6 <sup>th</sup> Grade	3:30 PM - 5:30 PM	\$150.00

### OTHER PERTINENT INFORMATION

#### 1. Grace Periods:

- PK3 and PK4- A grace period from 3:00 pm to 3:30pm.
- K- 6<sup>th</sup> Grade- A grace period from 3:30 pm to 4:00 pm.
- Extended Day Care ends at 5:30 pm each day. **A \$20.00 late pick up fee will be charged for any child/ children not picked up by 5:35 pm. An additional \$20.00 will be charged for each additional 30 minutes the child/ children stay in Extended Day Care.**

#### 2. Holidays and No School Days:

- Extended Day will observe all school holidays and early dismissals.

#### 3. Payments:

- All Extended Day charges will be due by the 10<sup>th</sup> of every month.
- Payments received after the 15<sup>th</sup> of the month will be charged a \$30.00 late fee.

#### 4. Enrollment Requirements

- Registration Fee: \$50.00 per family (due by Sept. 2016 and Jan. 2017).
- Extended day registration forms.
- Up to date immunization records.

#### 1. Drop in rate- \$10.00 an hour.

St. Matthew's Episcopal School does not discriminate against any child based on the child's race, religion, color, creed, sex or national origin.

St. Matthew's Episcopal School  
Extended Day Enrollment Form  
2017-2018

Child's Name \_\_\_\_\_

Grade Level \_\_\_\_\_

Child's Name \_\_\_\_\_

Grade Level \_\_\_\_\_

Child's Name \_\_\_\_\_

Grade Level \_\_\_\_\_

Please indicate which program your child/children will be enrolled in.

Child's Name \_\_\_\_\_

PK3 – 6<sup>th</sup> Grade 3:30 PM- 4:30PM \$100.00 per month  
 PK3 – 6<sup>th</sup> Grade 3:30 PM- 5:30 PM \$150.00 per month

Child's Name \_\_\_\_\_

PK3 – 6<sup>th</sup> Grade 3:30 PM- 4:30PM \$100.00 per month  
 PK3 – 6<sup>th</sup> Grade 3:30 PM- 5:30 PM \$150.00 per month

Child's Name \_\_\_\_\_

PK3 – 6<sup>th</sup> Grade 3:30 PM- 4:30PM \$100.00 per month  
 PK3 – 6<sup>th</sup> Grade 3:30 PM- 5:30 PM \$150.00 per month

Please refer to the 2016-2017 Fee Schedule for all payment due dates and late fees.

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Father's/ Guardian Signature

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Mother's/ Guardian Signature