

**Child Care Directors – (985) 502-3529**

**(Please circle): AM – Suzi Kloiber**

**PM – Mae Arthur**

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[mae.arthur@stpsb.org](mailto:mae.arthur@stpsb.org)

(the phone will only be answered during the following Child Care times)

AM/PM Care will begin on Monday, August 9<sup>th</sup> for **pre-approved** students that were enrolled in the 20-21 School Year with current paperwork.

ALL other students enrolling into AM/PM Care must be approved and receive a call from the AM/PM Care Director prior to being admitted into either program.

**NO DROP-INS FOR BEFORE OR AFTERCARE - NO EXCEPTIONS**

**AM (Before Care) Child Care - 6:50 am – 8:20 am**

- \$85 per child per month

**Before Care Procedures:**

1. The Child Care program will follow the same calendar as the school.
2. No children allowed on campus before 8:20am, unless registered for Before Care.
3. Parents and child(ren) **MUST** meet the before care director at the front door to be checked in.
4. Payment is due on the 1<sup>st</sup> of each month.
5. A late fee of \$20 will be charged on the 5<sup>th</sup> of the month.
6. If payments are not made by the 10<sup>th</sup> of the month, your child may NOT attend until payments are made.

**PM (Aftercare) Child Care - 3:51 pm – 6:00 pm (pickup does not start until 4:30)**

- \$145 per child per month

**Aftercare Procedures:**

1. The Child Care program will follow the same calendar as the school.
  - a. **NO** Aftercare on Half Days or Fridays of local Mardi Gras parades.
2. PK and Kindergarteners may only attend on a **monthly** basis.
3. Parents **MUST** meet the aftercare director at the front door to check out your child(ren).
  - a. “Parents/guardians picking up children **MUST** present valid **ID** before signing them out. And they **MUST** be listed on the Aftercare Emergency/Registration Form.”
4. Payment is due on the 1<sup>st</sup> of each month.
5. A late fee of \$20 will be charged on the 5<sup>th</sup> of the month.
6. If payments are not made by the 10<sup>th</sup> of the month, your child may NOT attend until payments are made.
7. Pickups after 6:00 pm will incur a late fee: \$15 for 1-15 minutes, \$30 for 15-30 minutes and so on.

**I have read this letter concerning our Child Care Program and agree to these rules.**

\_\_\_\_\_ Date

\_\_\_\_\_ Child’s Name

\_\_\_\_\_ Parent Signature