

ST. MARY ON THE HILL SCHOOL
1220 MONTE SANO AVE.
AUGUSTA, GA 30904
706-733-6193

ST. MARY ON THE HILL AFTER SCHOOL CARE PROGRAM

PLEASE COMPLETE THIS FORM EVEN IF YOU DO NOT INTEND TO USE THIS PROGRAM.

<u>CHILD'S LAST NAME</u>	<u>FIRST NAME</u>	<u>SEX</u>	<u>DATE OF BIRTH</u>	<u>GRADE</u>
_____	_____	___	___/___/___	___
_____	_____	___	___/___/___	___
_____	_____	___	___/___/___	___

Please indicate on what basis your child/children will attend the After School Program.

_____ daily _____ drop-in only (advance notice in writing or by phoning the office) _____ do not plan to use

My child/children will start attending the After School Program on ___/___/___.

Home address: _____ **Phone** _____

Parent or Guardian's Name: _____

Address (if different): _____

Work Phone: Father _____ **Cell Phone:** _____ **Beeper:** _____

Work Phone: Mother _____ **Cell Phone:** _____ **Beeper:** _____

Local Physician: _____ **Phone:** _____

Please list any allergies: _____

Emergency Authorization: In case of accident or life threatening emergency and we are unable to be reached, I hereby authorize the After School teachers to call the physician listed above and follow his instructions. If this physician is unable to be contacted, I prefer that my child be transported to the emergency room at

Signature of parent or guardian _____ Date: _____

List the names of people who are authorized by you to pick up your child(ren). (Your child **WILL NOT** be released to anyone else without your written permission.)

_____ Phone: _____

_____ Phone: _____

_____ Phone: _____

~~~~~

Please read the After School Guidelines on the next page and sign below.

**I AGREE TO ABIDE BY THE GUIDELINES OF THIS PROGRAM.**

\_\_\_\_\_  
Signature of Parent or Guardian Date

**ST. MARY ON THE HILL SCHOOL**  
**1220 MONTE SANO AVE.**  
**AUGUSTA, GA 30904**  
**706-733-6193**

**AFTER SCHOOL CARE PROGRAM GUIDELINES**

**Christine Wetzel, Director**  
**Phone - 706-733-6193 ext. 342**

The St. Mary on the Hill After School Care Program provides after school care every day school is in session except the day before the Christmas and Easter Breaks, Field Day and the last day of school. Since this program is an extension of the school day, only St. Mary students may attend this program. **All students must be registered at the beginning of the school year and may attend on a regular or drop-in basis.**

**Daily**

**Schedule:** (1) Supervised outside play or inside activity on rainy days (Dismissal – 4:00 PM)  
(2) Supervised snack (4:00 PM – 4:30 PM)  
(3) Supervised homework and free time (4:30 PM – 6:00 PM)

**Times:** Dismissal time to 6:00 PM

**Pick up:** If a student is to be picked up by someone other than the designated person(s), if he/she is to go home with another student, or if the student will not be going to After School, please notify the director in writing.

The person picking up the student must sign them out with one of the After School teachers.

**Fees:** A monthly statement will be issued each month from the school office for all After School fees. These fees are due by the 10<sup>th</sup> of each month. A check made payable to St. Mary on the Hill After School should be sent to the school office. Prompt payment is a necessity for a child to stay in the program. If payment is going to be late, please notify the school office in writing. Anyone who is a month or more delinquent with his or her payment will not be allowed to use the After School service until payment is made. Report cards will not be issued if there is an outstanding balance.

**Regular Fee:** \$180.00 per month (snack included). **Any student who is signed up as a regular After School participant will be charged for the month even if he/she does not use it the entire month. There are no weekly rates.**

**Drop In Fee:** \$5.00 for the first 30 minutes  
\$11.00 per day on regular dismissal days for over 30 minutes  
\$14.00 per day on early dismissal days for over 30 minutes

**Unexpected Students:** **Students who are not picked up by ten minutes after dismissal time will be sent to the After School Program for proper supervision and care.**

1. A late charge of \$1.00 for every minute after 6:00 PM, will be charged if you are late picking up your child(ren). Please call the director to let her know you will be late.
2. A \$25.00 fee will be charged for all returned checks.
3. If a student is involved in an extracurricular activity after school, please notify the director in writing. The student will be sent to After School when the activity is over.