

# PLAYCARE AFTER-SCHOOL CARE FOR PS, PK & KINDERGARTEN ST. BENEDICT CATHEDRAL SCHOOL

**PURPOSE:** The Playcare After-School Care has been developed to provide a facility at school for children in Pre-School, Pre-Kindergarten, and Kindergarten to have a safe, secure, and caring environment until their parents are available after work

**SERVICE TIME:** **From 2:45 p.m. to 5:45 p.m. - (No morning hours)**

- **Program will not operate if school is closed early due to schedule or emergency reasons.**
- **For children not picked up by 5:45 p.m., there is an additional \$25.00 late fee charged.**  
Chronic late pick-ups may result in elimination from the program.

**FACILITY:** **Pre-School Room; B215**

- Telephone available; 425-4596 ext. 105
- Questions regarding billing, call Julie Stephan 812-228-0774
- Playground (weather permitting)
- PS/PK Activity Room

**ENROLLMENT:** **Only PS, PK, & Kindergarten Students; NO SIBLINGS**

- Students may attend on a weekly, daily or as needed basis. A fee will be assessed for the days the student attends.

**FEES:** **\$7.50 per day. Payment is due upon emailed receipt of the statement.**

- Program coordinator will establish attendance calendar each month.
- A positive balance must be kept in the family's account. Payments may be made by monthly EFT, check, or online via Sycamore Education.
- KEYWAY balances will be communicated via email.
- **If a child is picked up early (before 3:30 pm) a \$1.25 fee will be assessed for snack in lieu of the normal daily fee.**

**PAYMENT:** **IF BALANCES FOR KEYWAY SERVICES EXCEED \$50, THE PRIVILEGE OF USING KEYWAY WILL BE REVOKED IMMEDIATELY UNTIL THE BALANCE IS PAID IN FULL.**

**PROGRAM:** **Children will have an after-school snack each day**

- Staff will permit children to use playground facilities as weather permits, under supervision.
- PS/PK Activity Room will be used under supervision.
- **No High School Students May Stay In Keyway With Siblings**



**PLAYCARE AFTER-SCHOOL CARE**

I wish to enroll my child (ren) in the PLAYCARE After-School Care at St. Benedict Cathedral School. I am aware of the regulations and will abide by set policy.

CHILD(REN) ENROLLING IN PLAYCARE AFTER-SCHOOL CARE:

	GRADE: _____	AGE: _____		GRADE: _____	AGE: _____
	GRADE: _____	AGE: _____		GRADE: _____	AGE: _____

MOTHER/GUARDIAN: \_\_\_\_\_ CONTACT PHONE #: \_\_\_\_\_

FATHER/GUARDIAN: \_\_\_\_\_ CONTACT PHONE #: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_ CONTACT PHONE #: \_\_\_\_\_  
OTHER THAN PARENT

PARENT/GUARDIAN SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_