

All Saints Episcopal Day School



Before & After School Program 2010-2011

Nursery, Pre-K and Kindergarten at
the St. Nicholas Center
527 Clinton Street
Hoboken, NJ 07030
201-792-6292

Grades 1-7 at the main building
707 Washington Street
Hoboken, NJ 07030
201-792-0736

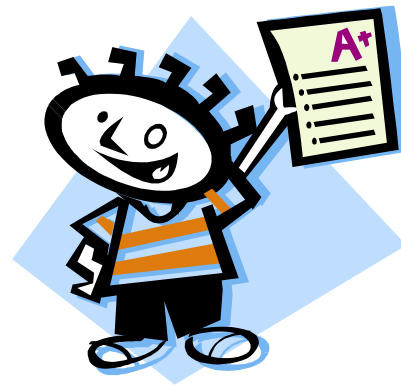
After School

The After School Program begins at the end of the School Day. Students are escorted to the After School Program by their teachers.

Programs are tailored to students' needs. Younger students have time for gross motor play, snack, story and other engaging activities. Older students begin their session with supervised homework time, followed by snack and various recreational activities.

The program is designed to support families by allowing for regular or occasional use.

Parents must sign-out their child(ren) at the time of pick-up. Parents who do not sign out will be billed for the entire afternoon session. For more information about sign-out procedures, please see reverse side.



Welcome!

We are delighted that you are interested in our Before and After School Programs for your child. Following is some general information about our programs.

Before School

The Before School Program for students in Nursery through Kindergarten is located at The Saint Nicholas Center at 527 Clinton St and begins at 8:00 AM. Parents will drop off students in the front entrance. At 8:30 AM, children are brought to their classrooms. Please note: Any student dropped off before 8:15 AM will be billed for the Before School Program (which is a minimum payment of \$8.50/ hour).

The Before School Program for students in Grades 1-7 is located at 707 Washington St. and begins at 7:30 AM. Parents will drop off students at the front desk. Children are escorted to their classrooms in time for the start of the school day. Please note: Any student dropped off before their scheduled arrival time will be billed for the Before School Program (which is a minimum payment of \$8/hour).

PARENTAL PERMISSION FORM

- I hereby grant permission for my child to use all of the play equipment at All Saints and participate in all of the activities of the Before & After School program.
- I hereby grant permission for my child to leave the school grounds with a staff member for neighborhood walks and for field trips in the community. I understand that I will be given separate permission slips for any bus trips.
- I hereby grant permission for the name, likeness, quotes, written or creative work of my child(ren), family and myself to be published in advertising, publicity or promotion material for All Saints Episcopal Day School. Permission is given voluntarily and with no requirement for monetary remuneration.
- I hereby grant permission for the After School staff to take whatever steps may be necessary to obtain emergency medical care if warranted. These steps may include, but are not limited to, the following:
 1. Attempt to contact a parent.
 2. Attempt to contact the child's physician.
 3. Attempt to contact the parent's physician, we will do any or all of the following:
 - a. Call another physician
 - b. Call an ambulance
 - c. Take the child to an emergency room or a hospital in the company of a staff member.
 - Student accident insurance covers medical expenses incurred as a result of school related accident or injury. Any other expenses under step 4 above will be the responsibility of the child's family.
 - I have received and read additional information on this child care center and its policies, as required by the State of New Jersey and DYFS.

Parent/Guardian Signature _____

Date _____

Payment Information

The All Saints Before and After School Programs are available to students in Nursery through Seventh Grades.

The Programs operate in accordance with the All Saints Episcopal Day School Calendar. (See Calendar of Closings for additional information.)

- ◆ Annual Rate for the After School Program only: \$2,365
- ◆ Annual Rate for the Before School Program only: \$785.00
- ◆ Annual Rate for the Before and After School Programs combined: \$2,730
- ◆ Hourly fee for the Before and After School Programs: \$8.50/hour

**Those who do not pay the annual fee and utilize the programs for any amount of time, will be charged a minimum of \$8.50 (even if the child is not in the program for a full hour).

Sibling Discounts: 10% for each sibling in the program.

Additional Fees (when applicable):

Returned Check Fee \$30.00 per return
Late Payment Fee \$20.00 per month

Calendar

Sep 9	TH	School Closed — Roshashana
Sept 10	F	After School Begins
Sept 13	M	Before School Begins
Oct 11	M	School Closed — Columbus Day
Nov 24	W	After School Closed— (Early School Closing)
Nov 25-26	TH-F	School Closed— Thanksgiving
Dec 3	F	After School Begins at 12:30 (No Charge Until 3:15)
Dec 10	F	After School Begins at 12:30 (No Charge Until 3:15)
Dec 20- Jan 3	M-T	School Closed— Holiday Break
Feb 21-25	M-F	School Closed— Winter Break
Mar 18	F	After School Begins at 12:30 (No Charge Until 3:15)
Mar 25	F	After School Begins at 12:30 (No Charge Until 3:15)
April 22-29	F-F	School Closed— Spring Break
May 30	M	School Closed— Memorial Day
June 15	W	Last Day of Programs

Policies & Procedures



- ◆ Any family who doesn't pay the annual fee (for the Before School Program, After School Program, or the both Programs combined) will be billed hourly for program use in minimum increments of one hour.
- ◆ Any ASEDS student not picked up at their dismissal time will automatically be placed in the After School Program at the parents' expense.
- ◆ The After School Program ends promptly at 6:30 PM. No exceptions to this rule will be made.
- ◆ Bills will be mailed monthly. All payments must be made by the due date on the invoice or a late fee of \$20 per month will be charged. If you fall behind in payments by more than one month, your child(ren) will not be allowed to attend the Before/After School Programs until the fees are paid.
- ◆ Attendance is taken each day. Any child who is NOT SIGNED OUT will be billed for the maximum daily fee.
- ◆ All Saints reserves the right to exclude any child who presents continual disruptive behavior or non-compliance with school policies or personnel.
- ◆ Students will be dismissed only to those persons designated on the authorized pick up list (unless otherwise noted). Please ensure that your list is remains up-to-date.
- ◆ Attendance for students from other schools will be considered if space allows.

Registration Sheet

Today's Date _____

Child's name _____

Child's grade _____

Program your child will be attending (please check all that apply):

_____ Annual Rate for After School Program only: \$2,365

_____ Annual Rate for Before School Program only: \$785.00

_____ Annual Rate for Before and After School Programs combined: \$2,730

_____ Hourly Fee for Before School Program: \$8.50

_____ Hourly Fee for After School Program: \$8.50

AMOUNT ENCLOSED: _____

Check number (if applicable): _____