



RAPHAEL ACADEMY

## **Before and After Care Program Policy & Fee Schedule**

**Before School Care Program hours are 8:00am to 8:30am every school day (unless announced in advance).**

- The enrollment fee for the **Before School Care Program is \$80.00 per month** and is due on the first of the month for that month. (The Before Care fee for August is \$40.)
- If you need to use the **Before Care Program** on an occasional basis, the **Drop-In Fee** for students arriving **before 8:20 am is \$3.00 per day**. You will be invoiced for the total amount of days used in a month at the end of each month.

**After School Care Program hours are 3:00-4:00 pm Monday through Friday. (There will be no after care on early dismissal days as per the School Calendar).**

- The enrollment fee for the **After School Care Program is \$80.00 per month** and is due on the first of the month. (The fee for the month of August is \$40.)
- If you need to use the **After School Care Program** on an occasional basis, the **Drop-In Fee is \$5.00 per day** until 4pm.

**Occasional drop-in Aftercare** will be available between 4:00-5:00 pm for an additional \$10. That fee will be paid directly to the aftercare staff member (checks or cash payment is due the day of service). **Parents should notify their class teacher or the Office Manager (504-524-5955 or info@raphaelacademy.org) as soon as they know they require aftercare between the hours of 4:00-5:00pm and no later than 2:30 pm on the day of service. This is so that we can confirm that the aftercare staff is available.**

**\* You are required to sign the Before/After Care log indicating use of any Drop-In services.**

### **Late Pick Up**

- There is a \$5 per 5 minute late fee for children not picked up by 5:00 pm. You will be required to sign the log indicating any late pick up and the fee will be added to your monthly invoice.

### **Snacks**

- If your child is enrolled in the After Care School Program, please remember to pack a snack for the afternoon.