



## **AFTERCARE PROGRAM POLICIES AND PROCEDURES**

**Melissa Saha: 770-354-1700**

**Anna Burns: 404-226-3497**

Aftercare follows the same policies and procedures in the school handbook. **All school rules and behavior standards apply to after-school care.**

- Students will only be accepted into the program if they complete the registration form.
- Only students in our Pre-K 4s class and older may attend aftercare. No exceptions.
- Each school year, you must re-register your child. Registration does not roll over from year to year.
- **The aftercare fee schedule is as follows:**
- **Students picked up by 4:00 pm will be charged \$12 per child for the day.**
- **Students picked up after 4:00 pm will be charged \$17 per child for the day.**
- **Late fees will be added if students are not picked up by 6:00 pm.**
- **FACTS accounts will be charged the following month.**

**Daily Program Hours:** 1:00-6:00 M-Fri (Pre-K 4s)

2:00-6:00 Wednesdays (K-8)

3:00-6:00 M/Tu/Th/Fri (K-8)

**Early Release Days:** 12:00-6:00 p.m.

**\*No additional charges for Early Release Days**

**No aftercare will be offered on December 15, 2023, and May 22, 2024.**

**General Schedule**

Snack, homework, planned activity, play. We will do our best to help your child with homework, but you must check your child's work each night. A small snack is provided daily; however, we suggest you pack an extra snack from home.

### **Parent/Guardian Pick-up Procedure**

Please park in the large back parking lot near the carpool lane.

Depending on your arrival time, aftercare is located outside the playground/grassy area around the big rock or inside the education building.

You can access the education building by taking the sidewalk along the right side of the education building and knocking on the last exterior door.

If you have pickup questions, please text or call Melissa Saha (770) 354-1700 or Anna Burns (404) 226-3497.