

534 Front Street, Chicopee, MA 01013
Tel: (413) 592-5135 / Fax: (413) 594-0187
ststanis@saintstansschool.org

Website: saintstansschool.org
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2021-2022 EXTENDED CARE PROGRAM INFORMATION

Before School Program

The purpose of the Before School Program is to provide a safe environment with adequate adult supervision for students whose parents may need to bring them to school before the start of the school day. The program is under the direct supervision of the administration in cooperation with the Program Coordinator. The program is supervised by certified teachers at all times. The time and cost of the Before School Program is determined each year depending upon the starting time of the school day.

The Before School Program shall operate on school days between 7:15-8:20am. Students will remain in the designated area until it is time to join their class. Students will wear masks at all times, practice social distancing, and adhere to all CDC/Department of Health guidelines for COVID-19. Mask breaks will be taken often when all social distancing guidelines are followed. Electronic devices such as cellphones, tablets, or Chromebooks will not be used during this time.

Fees & Costs: Costs are determined each year by the administration. Payments are to be made on a weekly basis, unless prior arrangements have been made with the school principal. An accumulating balance will result in your child/ren being unable to use the program until the balance is paid. Checks must be made out to St. Stan's Extended Care Program.

Students coming for before school extra-help will be charged accordingly if they arrive before 7:45am.

Check-In Between 7:15am-7:29am: **\$8.00 per family/\$6.00 per child**

Check-In Between 7:30am-7:59am: **\$5.00 per family/\$4.00 per child**

Check-In After 8:00am: **\$3.00 per family/\$2.00 for per child**

Daily Activity: Monitored activities, structured individual play, and study time

After School Program

The After School Program is designed to meet the needs of those parents who are unable to pick up their child/ren at the regular dismissal time or children who participate in after school review, extracurricular activities and clubs. We provide a safe environment with adequate adult supervision, including the school administrators, a program coordinator, certified teachers and teacher assistants. The program is structured to provide a homework area as well as a recreational area for students. Those students who report to the program immediately after dismissal receive a snack. The time of the After School Program is determined each year depending upon the dismissal time of the school day. The fees for the program are used to pay for supervision, snacks, and supplies.

The After School Program shall operate on school days between 2:40-5:00pm. Students will wear masks at all times, practice social distancing, and adhere to all CDC/Department of Health guidelines for COVID-19. Mask breaks will be taken often when all social distancing guidelines are followed. Electronic devices such as cellphones, tablets, or Chromebooks will not be used during this time.

Fees & Costs: Costs are determined each year by the administration. Payments are to be made on a weekly basis, unless prior arrangements have been made with the school principal. An accumulating balance will result in your child/ren being unable to use the program until the balance is paid. Checks must be made out to St. Stan's Extended Care Program.

2:40-3:00pm: **\$4.00 per child per day**

2:40-3:15pm: **\$4.75 per child per day**

2:40-3:30pm: **\$6.00 per child per day**

2:40-3:45pm: **\$6.75 per child per day**

2:40-4:00pm: **\$7.50 per child per day**

2:40-4:15pm: **\$8.25 per child per day**

2:40-4:30pm: **\$9.00 per child per day**

2:40-4:45pm: **\$9.75 per child per day**

2:40-5:00pm: **\$10.50 per child per day**

There will be a \$10.00 late pick-up fee after 5:00pm.

Daily Activity: Snack (provided at 2:40 p.m.), structured individual play activities, supervised homework, study, and reading area, special videos at times.

GENERAL INFORMATION

STAFFING:

Staff members are qualified individuals dedicated to the care and well being of the children. Staff members are certified teachers and assistants and include the program coordinator and administration. All staff members are directly responsible to the administration and are subject to evaluation according to the standards of St. Stanislaus School and the Diocese of Springfield.

ELIGIBILITY:

Any full-time student at St. Stanislaus School, grades pre-school through eight, is eligible to participate in the program. NON-STUDENTS or siblings will not be accepted.

REGISTRATION:

A parent who wishes to use the Extended Care Program (regularly or on occasion) must fill out the student information sheet, which provides the staff with the necessary emergency information. For more information or forms, please call the school office at 592-5135. Parents may sign a child up for the program at any time during the school year. If an emergency situation arises and you need your child to be placed in the extended care program after school please call the school office. **Any preschool child not picked up by 2:30pm, or any child grades K-8 not picked up by 2:50pm will automatically be placed in the after school program with the appropriate charge to the parent or guardian.**

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2021-2022 EXTENDED CARE PROGRAM REGISTRATION

GENERAL INFORMATION	
Student/Family Name:	Grade(s):
Students' Address:	Home Phone:
Parent/Legal Guardian:	Phone Number (where parent can be reached during the hours of the After School Program):
Please indicate which days your child will be attending: <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> As needed	Homework <input type="checkbox"/> My child may choose whether to do homework. <input type="checkbox"/> My child must complete as much of his/her homework as possible. <input type="checkbox"/> My child should not do homework. Please note: Electronic devices such as cellphones, tablets, or Chromebooks will not be used during this time.

AUTHORIZED PICK UP PERSONS		
Name:	Relationship to Student:	Phone #:
Name:	Relationship to Student:	Phone #:

EMERGENCY MEDICAL INFORMATION		
<i>In the event of illness or injury to my child, which in the judgment of the After School Program staff requires emergency treatment, my permission is granted to call the following doctors in order named, after attempts to contact me by telephone have been unsuccessful.</i>		
Doctor:	Address:	Phone:
The hospital emergency room of my choice is:		
My Child is allergic to the following: Medications: Foods: Other:		

EMERGENCY CONTACTS	
<i>Please give the name and phone number of two people who may be contacted in case of emergency or illness when the parent or guardian is not available. These people should live in the vicinity of the school and be able to be contacted during the hours the program is in operation.</i>	
Name:	Phone:
Name:	Phone:

<i>I hereby release St. Stanislaus School from any claim arising out of the doctor's actions. All medical expenses shall be the parent responsibility.</i>	
Parent/Guardian Signature _____	

St. Stanislaus School is a Roman Catholic, Franciscan, co-educational Pre-K through 8th grade school. Students are assisted in developing their potential spiritually, physically, and socially within a safe and diverse community. A foundation of academic excellence is created to prepare students to become contributing members of a global society.