

## SunRidge Aftercare Information and Rates 2008-09

SunRidge understands how important after-school childcare is to many parents and strives to offer a stable, high quality after-school program for our students. Please read the following information so that you help us operate a healthy and stable program. **Please note that, due to rising costs and the need to make our rates more consistent for all sessions, we have increased some of our rates slightly.**

**Registration:** Parents wanting to use Aftercare for their children must complete our registration paperwork before services can be provided. The forms are available in the school office.

**Sessions:** Our Aftercare services are charged for by “session” at the flat rates listed below. Parents will be charged these flat rates when Aftercare is provided for all or any part of a session. The sessions are designed to accommodate the varied dismissal times of different grades on regular and early release days, and enable us to provide stable staffing.

**Scheduled, Pre-Paid Rates:** Lower rates are charged for Aftercare services that are scheduled and paid for at least one day prior to the first day of use. The Pre-Paid Scheduling form is available in the office or the Aftercare Room and must be accompanied with payment in order to receive the lower pre-paid rate. Pre-pay early to ensure there will be a space.

**Drop-in Rates:** Higher rates are charged for Aftercare services that are not pre-scheduled and pre-paid. Drop-ins are accommodated only if there is space still available for that day/time.

### 2008-09 Aftercare Rates by Session

	<b>Scheduled, Pre-Paid Rates</b>	<b>Drop-in Rates</b>
Session A: 11:45am - 1:00pm	\$5.00	\$6.50
Session B: 1:00 - 3:00pm	\$9.00	\$11.50
Session C: 2:10 - 3:00pm	\$4.00	\$5.50
Session D: 3:00 - 5:30pm	\$10.00	\$13.00
Session E: 1:00 - 5:30pm	\$16.00	\$21.00
Session F: 2:10 - 5:30pm	\$12.00	\$16.00

**Billing and Non-Payment of Fees:** To keep administrative costs as low as possible, we do not do billing. Amounts due will be totaled on the last school day of every month, and that information will be available to parents as of the first school day of each month. It is the responsibility of parents to either call or come in to be told the amount due for the previous month. Payments are due no later than the 10<sup>th</sup> of each month. If payment is not received by the 10<sup>th</sup> of the month, additional Aftercare services will not be provided until the previous amount due has been paid.

**Cancellations:** There is no credit provided for missed sessions that have been scheduled and pre-paid. Scheduled drop-in Aftercare will be charged for unless there is at least 24 hours notice of the cancellation.

**Limited Spaces:** There are a limited number of Aftercare spaces available each day. Pre-scheduling and pre-paying reserves a space for your child. Those wishing to use Aftercare on a drop-in basis cannot be assured a space and must call the office first to see if there is room on the desired day. Children will not be admitted to Aftercare unless a parent has first called and reserved a space for them.

**Late Pick-up Fee:** Children must be picked up no later than when our Aftercare staff's workday ends at 5:30pm each day. **There will be a \$1.00 per minute charge for Aftercare services that must be provided beyond the 5:30pm closing time.**

**Returned Check Fee:** There will be a \$10.00 charge for checks returned as unpaid from the bank. In addition, district policy requires that the payment be made in cash for any returned check amount.

**Sibling discount:** Siblings receive a 10% discount off the rate for the additional child(ren) as per the rate schedule, when siblings are attending at the same time.

**Scholarships:** Reduced rates based on income level are available to a limited number of families. Scholarships are intended only for those with demonstrated financial need, and whose work schedules make after school childcare a necessity. Scholarships are granted on an annual basis and must be re-applied for each year. Applications are available in the school office.