



Pre-K through 2nd Grade Extended Day Program for 2019-2020

**Directors: Kathy Joseph
Buzy Alemu**

The purpose of the Extended Day Program is to provide a warm, nurturing environment similar to one a child would find at home. It is a time to play actively outside, a time to relax, a time to participate in optional activities, and eat a snack. The program will take place in the Early Learning Center (ELC). It will start at 3:00 pm and run until 5:30 pm each school day.

The cost is \$15 per day and you will be billed at the end of each month. Parents are expected to pick children up by 5:30 pm. Late pick-up fees will be assessed at \$1 for every minute late. Fees are determined based on initial registration requests, even if a child misses an occasional day. For the safety and health of the children and for the quality of the program, we can only accept a limited number of children. Children who need less than a full week of the Extended Day Program will be considered as room becomes available. **Preference will be given to students who are using the program every day. The Extended Day Program is not available on a drop-in basis.**

So that we may start the program smoothly, please fill out the form below and return it as soon as possible to your homeroom teacher or the Lower School Office. **The first day of the program will be Wednesday, August 28th.**

**Pre-K through 2nd Grade Extended Day Program
Registration Form**

Student Name

Birth Date

Teacher Homeroom

Parent Name

Home Phone

Cell Phone

Work Phone

Emergency Contact Name

Phone Number

Allergies: _____

My child will use this program on (circle all applicable):

Monday

Tuesday

Wednesday

Thursday

Friday

@ \$15 per Day

Parent Signature _____

Date _____