

# ST. JOSEPH EXTENDED CARE

## OVERVIEW

- St. Joseph Catholic School offers Extended Care before and after school. In Extended Care, students do homework and participate in organized activities, as well as unstructured free time. A snack is provided during after school care
- We follow the state requirements of an adult to child ratio of 1:15. Openings in Extended Care will be filled on a first come first serve basis
- In order to maintain our adult-to-child ratio, we do not offer a drop-in service. Staffing and snacks are based on the registrations submitted



## HOURS

- Before School Care: 7am - 8am Daily
- After School Care
  - 3:15pm - 6pm Monday, Tuesday, Thursday, & Friday
  - 2:15pm - 6pm Wednesday
- Early Dismissal days: Extended Care not provided most days

## CHECK-IN/CHECK-OUT PROCEDURES

### Before school:

- Parents must sign their child into Extended Care in Marian Hall. At 8 am, staff will take students to classrooms

### After school:

- Students are released to Extended Care staff after dismissal and go to the cafeteria for snack
- Parents or authorized persons must check with staff and sign students out for the day
- See the schedule for where your child will be when you arrive to pick up
- Written notice must be given for a person to pick up a child who is not on the authorized dismissal list. Identification will be checked
- If your child will be in an after-school activity (sports, choir, band, etc.), inform us so arrangements can be made to get the student between the activity and Extended Care



Registration will open in August. Scan the QR code to register and schedule your Extended Care for the coming year.

## REGISTRATION FEES & PAYMENT

Registration and payment is completed through Procure, [see details on our website](#).

### FEES AND PAYMENT:

- Non-refundable registration fee per family: \$35 Annual Fee
- Before School Care: \$8 per child/per day
- After School Care: \$14 per child/per day (reduced charge for each additional student)
- Pick up after 6pm will result in late pick-up charges. See handbook for details.

Questions? contact  
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