

St. Teresa Extended Care

Dear Parents,

Welcome to the 2018-2019 school year. Here is a look into our extended care program. If you have any questions, please feel free to call the main school office at (618) 235-4066. The extended care room for students K-8th grade will be located in the cafeteria. The extended care room for pre-k will be located on the second floor, by the pre-k classrooms.

Students will be allowed to quietly work on homework, as well as playing in small groups. Students will still receive a snack and outside time. Please do not let kids bring toys or electronics from home.

If your student is in grades K-8 please use the same entrance for drop off and pick up, the door located closest to the play ground (not the office entrance).

If your student is in pre-k, drop off will be located in the gym. Pick up will be located in the extended care classroom on the second floor.

Hours of Operation

- Monday-Friday
- Mornings from 6:45-7:45, K-8 located in the cafeteria
- Afternoons from 3:00-6:00, K-8 located in the cafeteria
- Mornings from 6:45-7:45, pre-k located in the gym
- Afternoons from 3:00-6:00, pre-k located on the second floor
- Early dismissal days from 12:00-6:00
- Closed on all legal holidays
- Closed when school is not in session
- Extended care follows the St. Teresa School calendar

General Fee Information

1. Registration fee: \$10.00 for one child and \$5.00 for each additional child
2. Daily Fee
 - a. \$6.00 total fee from 3:15-4:15 per child
 - b. \$8.00 total fee from 3:15-6:00 per child
3. Payments are due at the end of the month, write checks to St. Teresa.
4. All accounts must be current in order for students to continue participating in the extended care program.
5. Closing time is 6:00 P.M. Failure to pick up your children by this time will result in a \$5.00 fee per 15 minutes.
6. If parents need to change dates or hours please inform the school office.

Daily schedule and program

After school:

- 3:00-3:30 P.M.- Attendance taken
- 3:30 P.M.- Snack Served
- 3:15-4:00- quiet Homework time
- 3:30-6:00 P.M. - Free period, outdoors (weather permitting).

Extended Care Activities:

- Art- we will have a number of different art supplies available to the students
- Reading- children are encouraged to bring books
- Games- puzzles, board games, legos, etc.

*****PLEASE DO NOT LET STUDENTS BRING TOYS FROM HOME**

St Teresa School

Extended Care

After School Care

Parent Handbook

2018-2019

