



OUR LADY OF VICTORY SCHOOL

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EXTENSION CARE APPLICATION FOR SCHOOL YEAR 2019-2020

REGISTRATION FEE

Registration Fee (NON-REFUNDABLE) __ \$40.00 per family Date Registration received _____

Requested Start Date _____

STUDENT INFORMATION

1st Child Name _____ Child Grade _____

_____ Morning Care

_____ After School Care

of days _____ Days? M T W TH F

2nd Child Name _____ Child Grade _____

_____ Morning Care

_____ After School Care

of days _____ Days? M T W TH F

3rd Child Name _____ Child Grade _____

_____ Morning Care

_____ After School Care

of days _____ Days? M T W TH F

4th Child Name _____ Child Grade _____

_____ Morning Care

_____ After School Care

of days _____ Days? M T W TH F

All Extension Care fees are billed monthly through FACTS Tuition Management. Late fees are \$15 per month. Any failed or returned payments carry a \$25 service fee. Drop in fees will be billed through FACTS Tuition Management. A two week written notice is required to make any changes to your Extension Care contract. All holidays are taken into consideration when determining fees. No credit is given for non-attendance.

POLICIES AND PROCEDURES

I read, initialed, and understand the EXTENSION CARE PROGRAM POLICIES AND PROCEDURES on the back of this application and agree to abide by them. I affirm to the best of my knowledge the above statements and information are true.

PARENT/GUARDIAN SIGNATURE

Date

EXTENSION CARE HOURS AND FEES 2019-2020

HOURS OF OPERATION

- Morning: Care: 7:00A.M. – 7:30A.M.
- After School Care: 3:00P.M. – 6:00P.M.

DISMISSAL EXCEPTIONS

- Extension Care closes at 1:00P.M. – Friday before Christmas Vacation, Holy Thursday, & the last day of school.

LATE PICK-UP FEES

- Children picked up after 6:00P.M. will be charged a \$15 late fee.

AFTER SCHOOL CARE – MONTHLY RATES

<u>DAYS</u>	<u>ONE CHILD</u>	<u>TWO CHILDREN</u>	<u>THREE CHILDREN</u>	<u>FOUR CHILDREN</u>
4-5	\$155	\$213	\$223	\$233
3	\$134	\$183	\$200	\$210
1-2	\$109	\$156	\$161	\$171

MORNING CARE – MONTHLY RATES

Morning rates do not fluctuate based on the number of mornings a child attends during a week.

<u>ONE CHILD</u>	<u>TWO CHILDREN</u>	<u>THREE CHILDREN</u>	<u>FOUR CHILDREN</u>
\$40	\$50	\$60	\$70

DROP IN RATES – BILLED TO FACTS

- Morning Drop In: \$10 per day per student
- After School Care Drop In: \$20 per day per student

POLICIES AND PROCEDURES ****Please initial on items 1-7****

1. FEES

_____ Extension Care rates are billed monthly through FACTS Tuition Management. Late fees are \$15 per month. Any failed or returned payments carry a \$25 service fee. Drop in fees will be billed through FACTS Tuition Management. A two week written notice is required to make any changes to your Extension Care contract. All holidays are taken into consideration when determining fees. No credit is given for non-attendance.

2. LATE PICK-UP

_____ Children picked up after 6:00P.M. will be charged a late pick up fee of \$15. Late fees will be billed through your FACTS Tuition Management.

3. WITHDRAWAL

_____ If you plan to withdrawal from the program, a two weeks written notice is required. Fees will be prorated when notice is given. If no advance withdrawal notice is given, the total monthly fee will be billed.

4. SCHEDULE CHANGES

_____ The parent/guardian is obligated to pay for any hours contracted. Changes in contract must be made in writing at least two weeks prior to the change.

5. FOOD/SNACKS

_____ After school snack is NOT provided by OLV School. Please make sure to send an after school snack with your child if so desired.

6. ILLNESS & INJURIES

_____ Should a child become ill while in Extension Care, parent/guardian will be notified to promptly pick up their child. If a minor accident occurs, first aid procedures will be followed. In case of a serious accidental injury, we will make every attempt to contact the parent/guardian before calling 911, when and if appropriate, while continuing to administer basic first aid procedures. All non-routine incidents which result in corrective, preventative, investigative, safety, or personnel procedures will be reported to the Diocese of Fresno using the General Liability Accident Report.

7. MEDICATION

_____ Students are not allowed to carry medication with him/her on school grounds unless considered necessary by a physician. Students who need inhalers or other medication must follow protocol established by the school.