

# Calvary Christian School

After School Care Enrichment Program



Dear Parents,

We are pleased to make our After School Care Enrichment Program available for you and your child. We have included pertinent information in this handbook to help those interested in using this program's services. Our program offers a safe, nurturing, Christ-centered environment for your child. The teacher's purpose in this program is to be an extension of our Christian school ministry and philosophy. Students will have an opportunity to complete homework, utilize school technology to improve in academic areas, and free play.

We at Calvary are pleased to be able to further serve our families through this program and are grateful for your participation!

1 Tim 4:12,

A handwritten signature in black ink that reads "R Hyde". The signature is fluid and cursive, with the first letter "R" being particularly large and stylized.

Ryan Hyde  
Head of School



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## Admissions/Enrollment Requirements

Full-time students in grades K4 – 6th grade may enroll in the after school care enrichment program.

Students must be fully enrolled in Calvary before attending. Calvary may limit the number of students who may attend this program to ensure staff can provide proper oversight. Parents of students who do not attend regularly, but need supervision periodically, are requested to contact the office as soon as possible. If this is an emergency or last-minute need, please contact the office by 3:00.

## Bussing from CR9 to Rush Campus

Students from our CR9 campus will need to be shuttled to our Rush campus by their districts school bussing. Families needing this shuttle can contact Mr. Hyde to start this process.

## Hours of Operation

This program will operate from 3:30pm-6:00pm

If there is an unplanned early dismissal, there will be no extra charge to you. If there is a scheduled early dismissal, this program will not meet. After school care will be closed anytime school is closed.

## Child Pick-Up/Late Fees

Parents may pick up children anytime from the end of the school day until 6:00 pm.

As fellow believers, we understand family emergencies, car problems, and traffic problems, and will give grace and will care for children until the parent arrives. To eliminate recurring late pick-ups, ensure that our employees can leave on time, and to balance our budget, we have instituted a late fee. The charge for each minute late after the closing time of 6:00 PM is \$1.00 per minute. The after school care teacher will be sure to inform the family of how many minutes late were recorded for the day. The fee will be added to the student's school bill using FACTS. There will be 1 grace day given each semester for each family.

For safety, anyone picking up a child must be listed on the student's enrollment application. Anyone who comes to pick up a child and is not listed on the child's list of approved people will not be allowed to pick up the child. Please avoid late fees due to failing to list someone that is expected to pick up your child. Parents must come into the building to sign their child(ren) out and pick them up. Teacher's cell phone numbers will be given to families who enroll in this program.

## Daily Fee

Students utilizing our after school program will receive a daily fee of \$15 per student, your payment will post in FACTS at the end of each month. Late charges of \$20 will accrue if payments are not made in 10 days. If payments are not made in time, the child may not be accepted into the afterschool care enrichment program in future months. This fee will be billed through FACTS, parents will log into their family portal to pay these at the end of the month.

The CCS after school care enrichment program is a qualified provider in the ACE program. Families that have been approved for ACE funds may submit FACTS receipts for reimbursement through the ACE program.



## Snacks

CCS will not provide snacks to enrolled students to avoid issues with food allergies. Parents should provide daily snacks and drinks to students in this program.

## Policies

This program is an extension of the Calvary classroom for fully enrolled Calvary students. All policies in effect at Calvary Christian will be applied to this program. Families may utilize webforms inside of their FACTS parent portal to ensure their information in the FACTS system is accurate.