

EXTENDED DAY PROGRAM

30 Irving Street, Malden, MA 02148

781-771-0908

Registration Form 2017-2018 School Year

The Extended Day Program at Cheverus Catholic School of Sacred Hearts Parish is a complete after school activity that is offered to all parents who have children enrolled in the school from preschool through eighth grade. The program includes time for arts and crafts as well as quiet time for supervised homework. The program is available daily from 2:00 p.m. until 5:30 p.m. during regularly scheduled school days, early dismissal days beginning at 11:30 a.m. The program is only available on days there are school.

- Children must be picked up promptly at 5:30 p.m. A fee will be charged for late pick-ups -- (\$10.00 up to the first five minutes and \$5.00 for each additional minute). **This fee is payable when your child is picked up or must be paid before your child returns for the next Extended Day session.**
- If a child is absent or dismissed from school on any given day, that child may not attend the Extended Day Program for that day.

Discipline

Each student is expected to behave in the same manner as during regular school hours. The Extended Day Program will follow the guidelines established in the Cheverus Catholic School Parent-Student Handbook. Respect will be shown for the staff, other students, and school property and program rules. Anything less will not be accepted and repeated disciplinary problems will be subject to dismissal from the program.

Safety

No student will be allowed to leave the program until a parent, guardian, or registered pickup person checks with a member of the staff and signs the student out.

Homework

A portion of the program each day, with the exception of Fridays, is designated "Quiet Time" and students may use this time to work on homework assignments. Although the staff will try to help with any questions, this is not to be considered a tutoring session. Parents should check any homework done during this time.

Payment

The Extended Day Program is \$20 per day for all students. Students picked up before 3:30 p.m. pay \$10.

All fees are to be paid weekly. Invoices will be distributed on Mondays for the previous week's dates that your child attended the program. Payments are due promptly.

I HAVE READ THE STIPULATIONS OF THE EXTENDED DAY CONTRACT AND FULLY AGREE TO ABIDE BY THEM.

Child's Name _____

Parent Signature _____

Date _____

Please sign & return

CHEVERUS CATHOLIC SCHOOL of SACRED HEARTS PARISH

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Registration Form

Student Name

Date of Birth

Grade/Room

Street Address

City

Zip Code

Email

Home Phone

Mother's Name

Address

Home Phone

Cell Phone

Work Phone

Father's Name

Address

Home Phone

Cell Phone

Work Phone

**ADDITIONAL PERSONS AUTHORIZED TO PICK UP / EMERGENCY CONTACTS TWO NAMES
MANDATORY**

Name

Address

Phone

Name

Address

Phone

Please be advised when someone other than the parent or legal guardian is picking up your child, they will be asked to provide proper identification.

_____ Health Alerts/Medical Problems/Restrictions, please check here and write on back of registration form.

Parent Signature _____

Date _____

Please sign & return