



St. Francis Xavier Catholic School

Faith ✦ Family ✦ Future

July 2021

Dear Parents and Guardians:

We are happy to again be able to offer after school care as a convenience to our families; however, there will be a few changes. The After School Care (ASC) program is open to students in grades Pre-K2 through 7th and will remain as a **prepaid program** this year. It will work very similar to our lunch program. You will pay in advance the number of days you anticipate your child/ren will attend during the month. If your balance gets to \$50.00, you will be sent an invoice for next prepayment to be paid. The charge will be a **flat \$9.00 per day per child** regardless of the amount of time used. There is also a \$1.00/minute late fee for students picked up after 6:00 PM.

After School Care will begin immediately following the end of dismissal, 3:30 PM, and will run until 6:00 PM each day. The After School Care program is comprised of school staff and previous ASC staff. Students will be served a drink and snack, have time to work on homework, and have outdoor play time. If you wish for your child/ren to complete all homework before playing, please speak to the director,

Mrs. Penny Montgomery. Parents will not be allowed in the building, so we will use the red double doors by the gated play yard for pick-up. Parents can park in the church parking lot and walk through the iron gates between the back of church and the school building. Please knock on the red double doors when you arrive or call ASC at 504-837-7806 if no one is at the door.

In order to continue the program, we expect that all accounts remain up-to-date. If at any time during the year your account no longer has a prepaid balance remaining, **your child/ren will not be allowed to attend after care until your account is prepaid again.** Parents of students suspended from After School Care will be called to come pick up their child/children; they must be picked up **before 4:00 PM. There is a \$10.00 charge per child which must be paid at the time of pick up.** We offer this program as a convenience to our school families; however, it is a direct expense to our budget since we are paying personnel to supervise the students.

If you anticipate using this program, please complete [this After School Care registration form](#) and pay **\$50.00 PER CHILD** registration fee on the First Bank tuition portal by **Monday, August 2.** This will allow us to plan for personnel and insurance needs for the coming year. PLEASE DO NOT SUBMIT A 2021-2022 REGISTRATION FORM IF YOUR ACCOUNT IS NOT CURRENT.

If you have any questions regarding payment, please contact Denise Secret at dsecret@stfrancisxavier.com or Cindy Bird at cbird@stfrancisxavier.com. If you have any questions regarding the After School Care program, please contact Mrs. Penny Montgomery, pmontgomery@stfrancisxavier.com.

After School Care begins Friday, August 13.

Thank you,
St. Francis Xavier School