

BEFORECARE AND AFTERCARE POLICIES 2018-2019

BeforeCare: This program is available before school and costs 50¢ per day per child. Please pay-as-you-use.

AfterCare: This program involves supervised study and recreation of various types. Children are expected to bring play clothes and a snack. It is only available to students currently registered at St. Ann School.

AfterCare is available every day school is in session, from dismissal until 6:00pm except on half days that begin a vacation and the last day of school.

Children must be signed out when they are picked up. This is a state law and is required for the safety of the children and for accurate record-keeping. Any special arrangements must be made in writing and delivered to the AfterCare administrator in advance.

Payment: For the 2018-2019 school year, St. Ann's will offer three (3) payment options.

Plan A – FACTS automatic withdrawal

Plan B – Advance payment

Plan C – Pay-as-you-use

All AfterCare accounts will be reviewed each month and payment reminders will be sent for those which are delinquent.

Late pick-up fee: \$5 per child when picked up between 6:00 & 6:10pm. After that, \$1 per child for each additional 5-minute interval.

Plan A: FACTS automatic Withdrawal. \$10 per day per child (including half day dismissals). An agreement must be signed with FACTS Management for automatic withdrawal on the 20th of each month, beginning in September. The cost of the FACTS agreement is \$45 per school year. **For families who will have a tuition agreement with FACTS, and who will use the same bank account for AfterCare and Tuition withdrawals, there is NO additional cost for the AfterCare agreement.** Use the chart to choose the option (1-4) which best reflects your estimated monthly AfterCare usage.

Plan B: Advance Payment. \$10 per day per child (including half-day dismissals). Payments must be made directly to St. Ann School on the first of each month in advance of usage. Payments begin in September. There is no FACTS agreement for this option. Please estimate your usage and advance payment amount using the chart.

If payments are not received in advance by the due date, then the AfterCare rates for those months may be calculated at the higher pay-as-you-use rate (Plan C).

Plan C: Pay-as-you-use. \$12 per day per child. \$17 per day per child for half-day dismissal. There is no FACTS agreement for this option either. Payments must be made on a weekly basis.

Special Note: If you do not choose a payment plan, you will be enrolled under Plan C.

"Average days of usage per month" in the chart below is per child. Please indicate your option choice and your total monthly payment amount on the enclosed AfterCare Payment Plan/Option Selection Form.

Option	Ave. days of usage per 4-week month	Withdrawal/ payment per 4-week month - Plans A&B	Payment per week - Plan C
1	8	\$80	\$24
2	12	\$120	\$36
3	16	\$160	\$48
4	20	\$200	\$60

Delinquencies: An AfterCare account is delinquent five (5) days after the due date. Delinquent accounts will be reviewed by the Business Office. **If parents fail to cooperate, their child(ren) will be removed from the AfterCare program until account has been paid in full.** A late fee (\$25 or 5% of the delinquent amount) may be applied to all delinquent accounts after the 5-day grace period. An NSF charge of \$25 will be applied for all returned checks.

Please make all checks/money orders payable to St. Ann's Church. Payments should be mailed or hand-delivered to the parish office or to the school. Please write the name(s) of your child(ren) on your check(s)/money order(s) and on the envelope you use. Include your parish ID/envelope number for prompt processing. If you do not know your ID/envelope number, please call the parish office at (302)654-5519.

Credit Adjustments for actual usage will be made/issued annually.

AfterCare Payment Plan/Option Selection Form

Name(s) of Parent(s) or Guardian(s)

Mailing Address

City, State, Zip Code

Name(s) of Student(s) Who Will Attend AfterCare

**PLEASE RETURN THIS FORM TO THE PARISH OFFICE BY:
FRIDAY, AUGUST 14, 2018**

Please check one of the AfterCare payment plans below and select one option based on your estimated monthly AfterCare usage for the 2017-2018 school year. Please read carefully the accompanying policies for an explanation of AfterCare payment plans and usage options.

___ Plan A. (A FACTS agreement or a confirmation letter for electronic reenrollment will be forwarded after this form is returned to the parish office. **If a parent has a FACTS agreement for tuition in place, then the processing fee will be waived.**) I have read the accompanying policies and understand that FACTS Management Co. will automatically withdraw payments in the amount determined by the option selected below. I have entered my payment amount (based on the number of children I plan to enroll in AfterCare) next to the option I select below. Payments will be withdrawn on the 20th of each month from the account I specify on my FACTS agreement.

Payment Amount	Payment Amount
___ Option 1 _____	___ Option 3 _____
___ Option 2 _____	___ Option 4 _____

___ Plan B. Pre-payment \$10.00/day

___ Plan C \$12.00/day, \$17.00/half days (Pay- as- you- use)

I have read the accompanying policies and understand that I am responsible for payments in the amount determined by the option and payment amount (based on the number of children I plan to enroll in AfterCare. Payments will be made in advance for Plan B on the first of each month and on a weekly basis for Plan C beginning September 1, 2018.

Signature of Responsible Party

Date

Return to: St. Ann's Parish, 2013 Gilpin Avenue, Wilmington, DE 19806-2294