

THE COVENANT SCHOOL
After Care Information Sheet
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The Covenant School is pleased to offer After Care, a service for working parents, to students in grades PreK through 6. The following information will help you understand the specifics of this program.

Please also refer to the Summary of Child Care Approval Requirements by the Tennessee Department of Education on our website at <http://www.thecovenantschool.com/Summary-Child-Care-Requirements.pdf>. A copy is posted outside Room 129.

Dates: After Care begins Monday, August 24, 2009 and will be available at the end of each full school day, Monday through Friday.

Hours: After Care begins at 3:00 p.m., and ends no later than 5:30 p.m. Children may stay for all or part of the time.

Drop-in care: A limited number of spaces are available for drop-in care by calling the school office at (615) 467-2313 by 2:30 p.m. You must complete an enrollment form before your child attends after care.

Fee: There is a \$9.00 flat fee per child per day (cost includes snack/drink). **Late pick-ups will be charged \$1.00 per child per minute past 5:30 p.m.**

Snacks & Drinks: Provided by The Covenant School

Billing: Parents will receive an invoice by email at the beginning of each month for the After Care utilized in the previous month. Payments are due by the 10th and a \$10 late fee will apply for payments received after the 15th. After School Care services cannot be provided if payments are 30 days past due.

Signing up: Attached you will find an After Care Enrollment form. Please complete and return it to the school office (even if you just plan to use the program only once during the year). If you know, please specify which day(s) your child(ren) will attend; you may revise the day(s) at anytime by emailing Nicole at nsomma@thecovenantschool.com.

Where we will be: After Care staff will be present in the entrance foyer of the school and/or the gym when the students gather for dismissal. Children signed up for After Care will meet by the school reception desk following afternoon hook-up and will be supervised at all times.

What we will do: Children attending After Care will be given time for homework, snack, free play (gym/playground) and some organized games or crafts. Our assigned classrooms are: (PreK – 1st: Room 128 and 2nd – 6th: Room 129).

Please do not hesitate to contact me with any questions you may have at the email listed above.