

**ST. ROBERT SCHOOL
345 OAK AVENUE
SAN BRUNO CA 94066
SCHOOL: (650) 583-5065
FAX: (650) 583-1418
EXTENSION: (650) 872-2353**

Dear Parents,

Welcome to St. Robert's Extension Program. We look forward to serving you and your family. Attached, you will find an enrollment contract and an information sheet. These forms must be filled out completely. Only one form is needed for your family.

We do not need you to fill out a Medical Release form this year. We will copy the form that you turned in with your school registration packet.

These forms plus a \$30.00 registration fee per child, or \$55.00 registration fee per family, are due prior to your child's acceptance into the program.

The Extension Program will begin Monday, August 27, 2018 for all grades.

Sincerely,

Mary McDonagh
Director

ST. ROBERT'S EXTENSION PROGRAM

ENROLLMENT CONTRACT

I _____ wish to enroll my child(ren) in St. Robert's Extension Program. I understand the hours are:

Before School:	7:00-8 AM	ALL School Days August 27, 2018 – June 5, 2019
After School:	3:00 - 6:00 PM	Regular School Days
	1:45 - 6:00 PM	Monday
	12:30 - 3:00 PM	Friday, September 14 th
	AM ONLY	Friday, October 19 th
	AM ONLY	Wednesday, November 21 st
	AM ONLY	Thursday, December 20 th
	AM ONLY	Thursday, April 18 th
	CLOSED	Thurs & Fri., June 6 th & June 7 th

Extended Care begins August 27th, 2018 and ends June 5th, 2019

Extended Care Fee Schedule: Please check one

FULL TIME: \$230 per month for one child, each additional child
_____ in family is \$155 per month per child. Full time Extension Program Fees are due on the 1st of each month. Payment not received by the 15th, will have a \$10.00 late fee.

PART TIME: \$8.00 per hour or half hour increments. Parents must specify
_____ which days their child will attend at the time of enrollment.
maximum hours for part-time children will not exceed 10 hours a week. These children will be regularly enrolled on a part-time basis and pay hourly. Part time Extension Program fees are due on the 15th of each month. Payments not received by the 1st of the following month will have a \$10.00 late fee.

Morning extension must be dropped off before 7:40am. If you are part-time, you will be billed for 1 hour per the handbook.

LATE CHARGE: There is a \$30 charge per child if the parents pick up their
child between 6:00 and 6:10 PM. After 6:10PM there is a
\$1.00 per minute charge. This is to discourage late pickups
and extra costs for the staff.

I am aware of and agree to the payment plan checked above.

I UNDERSTAND THAT ONLY PERSONS AUTHORIZED IN WRITING BY ME, MAY PICK UP MY CHILD(REN) FROM THIS PROGRAM.

DATE: _____

SIGNATURE: _____