



Sacred Heart Catholic Academy

84-05 78th Avenue

Glendale, New York 11385

Tel (718) 456-6636

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September 2023

SHCA AFTER SCHOOL PROGRAM - SHCA (K through 6th)

Dear Parents and Guardians,

Sacred Heart Catholic Academy offers an After School Program for SHCA students in grades K through 6th. Participation in the program for students in grades 7th and 8th are negotiable. Please contact the school for further information. The SHCA After School Program runs Monday through Friday from dismissal until 6:00 p.m. and includes snack time (students are to bring their own snacks), free play time (gym or on occasion, in the school yard), crafts, and movies, all under the supervision of SHCA faculty.

Participation in the After School Program is on a monthly basis with the option to choose from a 5-day or 3-day program. If choosing the 3-day program, you must select which set of three days at the beginning of each month. Please note, pre registration to the program is required. **Payments are due at the beginning of each month.**

The cost of the program is as follows:

Registration	\$25.00 <i>Due at time of registration with the attached form completed.</i>
5-Day Program	\$200.00 per month (one child) \$300.00 per month (two children) \$400.00 per month (three children)
3-Day Program (requires specific days)	\$149.00 per month (one child) \$225.00 per month (two children) \$305.00 per month (three children)
1 Day Rate	\$25.00 per day / per child
Pick up by 4:00 p.m.	\$10.00 per child This rate will be applied if your child is picked between 3:15- 4:00 p.m.
Late Fee	\$10.00 per day / per child / every 15 minutes after 6:00 p.m.

As noted above, families using the program on a monthly basis, payments are due at the beginning of each month. Families using the program on a day to day basis will be billed at the end of the month. **All**

students are required to have all necessary homework materials as they will not be allowed back in the classrooms after dismissal.

Families who would like the program available to them in the event of an emergency will also be required to complete and return the attached Permission Form along with the \$25 registration fee.

The designated door for After School pick up is the 78th Avenue entrance.

All After School Permission/Information Forms and registration fees are to be returned to the school office **before** the child / children can use the program.

If you have any questions, please feel free to contact the school.

Thank you.

Michael J. Callaghan, Principal
Jennifer Mazzarelli, Director of UPK



Sacred Heart Catholic Academy OF GLENDALE

SHCA After School Parental Permission Form (K through 6)

Student Name	Grade	Date of Birth

Program Selection

<input type="checkbox"/> 5 Day Program	<input type="checkbox"/> 3 Day Program (<input type="checkbox"/> M <input type="checkbox"/> Tu <input type="checkbox"/> W <input type="checkbox"/> TH <input type="checkbox"/> F)
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Medical Information (Mark "NONE" if this does not apply.)

Medical Condition and/or Allergies	
Physical and/or Dietary Restrictions	

Parent/Guardian Information

Full Name	
Relationship to Child/ren	
Email Address	
Cell Phone / Work Phone	

Emergency Contacts *Persons listed below are authorized to provide care for your child and will be contacted in the event you are delayed in arriving by 6:00 p.m.*

Contact #1

Full Name	Cell Phone	Relationship

Contact #2

Full Name	Cell Phone	Relationship

Parent Signature: _____

Date: _____