



Sacred Heart Catholic Academy

84-05 78th Avenue
Glendale, New York 11385
Tel (718) 456-6636

September 2024

Sacred Heart Catholic Academy After School Program (3K and PreK)

Dear Parents and Guardians,

Sacred Heart Catholic Academy offers an After School Program for students in the **3K and PreK Program**. The program runs Monday through Friday from dismissal until 6:00 p.m. The program includes time for a light snack (*provided by the parents*), free playtime in our gym or on occasion outside, under SHCA faculty supervision.

Participation in the SHCA After School Program is on a monthly basis with the option to choose from a 5 day or 3 day program. **ALL 3K and PreK students participating in the program must be fully potty trained.** If choosing the 3 day program, exact days are to be provided at the beginning of each month. Pre Registration is mandatory to participate in the program.

Registration	\$25.00 <i>Due at time of registration with completed Parental Permission Form.</i>
5-Day Program	\$400.00 per month (one child) \$500.00 per month (two children) \$550.00 per month (three children) <i>Payments are to be made in the form of cash or check (payable to SHCA) and are due at the beginning of each month.</i>
3- Day Program	\$300.00 per month (one child) \$375.00 per month (two children) \$415.00 per month (three children) <i>Requires specific days provided to the school at the beginning of each month.</i>
2:20 - 3:00 p.m. Rate	\$10.00 per day / per child <i>This is a mandatory flat fee that will be applied to any student requiring after care between 2:20 - 3:00 p.m. and not pre-enrolled in a monthly after care program. Billed at the end of each month.</i>
Late Fee	\$10.00 per day / per child / every 15 minutes after 6:00 p.m.
Pick up between 3:15 p.m. - 4:00 p.m.	\$10,00 per child



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The designated door for after school pick up the main entrance on 78th Avenue. If you have any questions, please feel free to contact the school at (718) 456-6636.

Thank you.

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



Sacred Heart Catholic Academy OF GLENDALE

SHCA After School Parental Permission Form (3K & PreK)

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: _____