BEFORE AND AFTER SCHOOL CARE

Hours of Operation:
Regular School Days (no After Care available on half days)  
7:00am-8:00am & 3:30pm-5:30pm

Service Fee: *
$9.00 per hour
$2.25 per quarter hour or portion of quarter hour
* $5.00 per quarter hour or portion of quarter hour after 5:30pm

Location of Program:
Library (Bldg. B, Elem./Office bldg., subject to change)
All grade levels

Procedures:
1. Any student arriving before 8:00am or staying on school premises after 3:45pm, unless in a supervised school-sponsored program, will be placed in the Before and After School Care program. (MS/HS students included)
2. Parent must sign in their ES and MS children for Before Care and sign out their ES and MS children for After Care. High school children can sign themselves in and out.
3. Program Supervisor will monitor students activities suited for location of the program.
4. The gym is off-limits unless special permission is granted by the Program Supervisor.

Billing:
1. Before and After School Service fees will be invoiced through FACTS and will be due on the date indicated.
2. The late fee will be $10.00 which will be assessed every month thereafter until the invoice is paid.
3. Non-payment after 60 days will result in termination of services.

Please call, fax, or email the information below to the school.
Phone: 301-663-8418   Email: bstone@newlifes.org   Fax: 301-698-1583

I plan to use Before and After School Care Services for this school year: 2017-2018

<table>
<thead>
<tr>
<th>Names of Children</th>
<th>Grade</th>
<th>Hours</th>
<th>Days of Service (Circle Days)</th>
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