

Cedarcrest-Southmoor Elementary



Ms. O, Coordinator

10187 Twin Cedars Street
Baton Rouge, Louisiana 70816
(225) 293-9950 * (225) 293-5028 FAX

FIRST DAY OF EXTENDED DAY
MONDAY, AUGUST 14, 2017

LAST DAY OF EXTENDED DAY
Thursday, MAY 17, 2018

Extended Day Fees & Hours of Operation

ALL PAYMENTS MUST BE CASH OR MONEY ORDERS ONLY – NO PERSONAL CHECKS ACCEPTED

Before Care

6:45 AM-8:00 AM

\$30.00

Note: Students will be escorted to breakfast or allowed to report to their classrooms at 8:00 AM

After Care

3:30 PM-5:30 PM

\$40.00

Before & After Care

\$60.00

Note: There will be a \$5.00 discount for each additional child.

Drop – In (Payment is due at the time of service)

Drop in extended day students are ONLY allowed 3 drop in's per month. After the 3rd time the student MUST be enrolled official into the program.

Before Care - **\$6.00**

After Care - **\$11.00**

****The 1st and last week's payment MUST be paid upon submitting registration packet. NO EXCEPTIONS. Students WILL NOT be able to begin Extended Day program without registration packet and payment being submitted to the Extended Day Coordinator.**

Tuition is due EVERY Monday morning. **NO EXCEPTIONS!** If payment is NOT submitted on Monday morning, an initial **\$10.00** late fee will be assessed, and a **\$5.00** additional fee for each day thereafter. If your payment is not paid until that Friday, you **MUST** submit your current payment and next week's payment **IN FULL**. If payments are not made by the second week, the child/ children **WILL BE DISMISSED FROM THE PROGRAM, UNTIL ALL PAYMENTS ARE CURRENT**. Monthly and bi-weekly payments are available.

EXTENDED DAY CONTRACT

PRINT Parent Name

I, _____, understand that any behavior problems can and will result in my child being dismissed from Cedarcrest-Southmoor Extended day program. I also understand that the extended day staff will notify me of the first behavioral offense, and if any other non-tolerable infractions occur, **my child will be permanently dismissed from the program.**

I understand that I am responsible for paying tuition on the date applicable on the application form, and I am not to be late on my payments. Once my child is enrolled in the Extended Day Program, I am responsible to pay every week, **even if my child has not attended or is absent.** It is the parent or guardian's responsibility to inform the coordinator if your child will no longer attend the extended day program.

I also understand that if I do not submit my payment on or before the due date, **the school officials reserve the right to place the child (ren) on the bus at the end of the school day, due to breach of contract.** (If this happens, the office personnel or the extended day coordinator will contact the parent and inform them of this action). **I understand that my child will not be allowed to return to the extended day program until ALL fees due are paid in full.**

Extended day evening hours are from 3:30 pm to 5:30 pm daily. **There is a \$1.00 a minute late fee assessed per child for any time after 5:30 pm.** (For example, if you pick your child up at 5:45 pm there will be a \$15.00 late charge that is **due at the time you pick up your child.**) Late fees are subject to change; however, parents' will be notified in writing in the event of any changes.

I have read the above contract and I understand and will comply with the terms of the Cedarcrest Southmoor Elementary Extended Day Program.

Parent or Guardian's Signature

Date

10187 Twin Cedars Street
Baton Rouge, LA 70816
225-293-9950

Extended Day Registration Form 2017-2018

Complete all sections of the Registration Form

_____	_____	_____
Student Name	Teacher	Grade
_____	_____	_____
Parent/ Guardian	Address	Phone #
_____	_____	
Place of Employment	Work phone	

Name and phone number of person to be notified in case of emergency:

Name _____ Phone _____

Persons authorized to pick up your child from extended day:

Name	Phone
_____	_____
_____	_____
_____	_____
_____	_____