

AFTERCARE POLICIES AND PROCEDURES

PROGRAM SCHEDULE

The Aftercare program operates Monday-Friday; expect on days when Emergency closures occur.

FEES

Full-Time \$60 weekly (3 – 5 days attendance)

Drop-In and Part-Time \$12 daily (1 – 2 days attendance)

*All fees are to be paid the MONDAY **before** the week of service. A \$10 per day late fee will be added for payments not received by 5:30p Monday. Your child will not be accepted the following Monday until fees from previous week with late fees and current week fees are paid in full.

Again, your child has a reserved spot in the after-school care; fees are expected regardless of attendance

Should a parent or guardian desire to terminate their agreement with the program, a 2-week notice must be given. This notice allows the program to fill the vacancy. If the 2-week notice is not given, a 2-week charge will be assigned.

LATE PARENT PICK-UP FEES

Parents who arrive after 5:30pm will be charged a late fee. **The late fee policy is \$1 for every minute, per child, that the parent is late.** The first charge starts at 5:31pm.

CHANGES IN SCHEDULE

All changes (cancellation or request for drop in) must be communicated to the Aftercare Director (985)290-9332 or Main Office (601)888-4313 before the end of the school day.

BEHAVIOR

During the aftercare program, all students are expected to continue to follow the rules of Wilkinson County Christian Academy.

LOCATION

Aftercare is located in our preschool classrooms. Due to unforeseen activities, aftercare may be located in an alternative location. Our aftercare staff will post a note outside door indicating their location.

SIGN OUT

Parents must sign out their student(s) each day.

Only authorized individuals listed on Enrollment Form will be permitted to pick up your child. If you need to make an alternative arrangement for pick up. Please contact the Aftercare director or Main Office.

HOMEWORK POLICY

Our program stresses the importance of kids being kids. After being in a structured environment all day, we want them to be able to be a “free”. Each afternoon, the children (grades 1st-6th) will be provided the opportunity to complete homework. Homework sessions are limited to 15 minutes. *****WCCA Aftercare Program is not responsible for checking of completed homework or forcing a child to do homework. Please be diligent to review your child’s homework each night.*****

DAILY AFTERCARE SCHEDULE

*Schedule is subject to change without prior notice

- Arrival and Attendance
- Snack
- Homework (15 minutes max)/Movie (Quiet time)
- Outdoor/Indoor Recess

SCHOOL HOLIDAYS

Aftercare will be available on the following school holidays:

*****RATES FOR SCHOOL HOLIDAYS ARE AS FOLLOWING:*****

FULL DAYS- \$150 (3-5 DAYS) OR \$40 A DAY (1-2 DAYS)

EARLY DISMISSAL DAYS- \$60 (3 OR MORE DAYS) OR \$12 A DAY (1-2 DAYS)

Fall Break- October 9&10

Thanksgiving Break- November 20-22

Early Dismissal for Exams- December 18-20

Christmas Break- December 21&22 and January 2-5

Easter Break- April 2-5

Early Dismissal for Exams- May 20-22

WILKINSON COUNTY CHRISTIAN ACADEMY
AFTERCARE PROGRAM
2023-2024

I verify that I have received, read, and acknowledge the program guidelines and policies outlined in the Aftercare Program 2023-2024.

I understand that in order to support the viability of the Aftercare Program:

- All fees must be paid every Monday before the week of services. A late fee of \$10 per day will be incurred for payments not received by 5:30pm Monday.
- The late pick up fee policy is \$1.00 per minute after 5:30pm.
- All students must adhere to the rules of Wilkinson County Christian Academy while enrolled in the aftercare program.
- WCCA Aftercare Program is not responsible for checking of the completion of your child's homework.

STUDENTS

NAME(S): _____

PARENT/GUARDIAN

SIGNATURE: _____ DATE: _____

AFTERCARE DIRECTOR

SIGNATURE: _____ DATE: _____