

# St. Francis of the Lakes Catholic School

## Kaleidoscope Club After School Program and Preschool Extended Day Care

**Exciting changes to better serve our parents in preschool and after school care.**

- 1. Fees for extended care:** A prepaid punch card will be issued upon payment to families using the before and after school care program. The purpose of this is to provide families with the option to pay in \$4.00 increments for their child/children's time at Kaleidoscope Club and Preschool Program.
- 2. Fees and Hours of operation**
  - a. Before school - 7:00 am to 7:45 am for students in Preschool – 5<sup>th</sup> grade.  
Students coming in before 7:45 will be charged for care – cost \$4.00
  - b. After school – 3:00- 4:00 in Preschool – 5<sup>th</sup> grade – cost \$4.00  
All students staying after 3:00 will go to the after school program.
  - c. 4:00-5:30 for students in Preschool – 5<sup>th</sup> grade – cost \$4.00
  - d. Early out days 1:00-4:00 – cost \$8.00
  - e. Early out days 4:00-5:30 – cost \$4.00
  - f. For every minute after 5:30, \$1.00 will be charged.
  - g. Students in grades 6-8 may stay after and will be charged \$4.00.
  - h. Early out days for grades 6-8 – cost \$8.00
  - i. Early out days 1:00-5:30 – cost \$12.00
- 3. Prepaid Punch Cards**
  - a. All payments for the extended day before or after school must be prepaid.
  - b. There will be 3 cards available to purchase. Each increment on the card has the value of \$4.00.
    - ✓ \$20 for 5 - \$4.00 payments
    - ✓ \$40 for 10 - \$4.00 payments
    - ✓ \$80 for 20 - \$4.00 payments
  - c. Cards may be purchased from the school secretary, after school coordinator or delegate in office.
  - d. Family name will be added to the purchased card.
  - e. Punch cards are in duplicate. Parents will receive a copy of the punch card after it is used up.
  - f. Punch card copy will be used as receipt and will be used for tax purposes.
  - g. End of year statement will not be given out at end of year. Receipts from punch cards will be used for tax purposes.
- 4. Managing punch cards**
  - a. Punch cards will be kept in a designated area and will be used to punch a time clock when leaving the school.
  - b. Kaleidoscope and preschool will charge one punch for the hour of 7:00-7:45 and one punch for the hour 3:00-4:00 and one more punch if student remains in attendance after 4:00.
  - c. Parents and/or Kaleidoscope/Preschool staff will punch the time clock on the punch card when leaving the program for the day.

