



EXTENDED DAY PROGRAM General Information and Registration 2018-2019

“Extended Day” is a service provided to our Villa Maria families. It is a means to insure the safety of our students who arrive on campus before the school day or stay on campus after school is dismissed.

Mrs. Mary Lee Spada is the Program Director. Mrs. Spada can be reached via email mspada@villamaria.org or phone (610-644-4864) by leaving a message with the school secretary. Program Moderators may be reached from 3:30-6:00 pm at 610-644-5098.

Before School – Extended Day is available for students from 7:15 AM – 7:45 AM.

- Parents of students in preschool to grade 2, please park and walk your child to the cafeteria door. Students in grades 3-8 can walk to the cafeteria door.
- Students should report to the adult supervisor on duty.
- Students will be escorted to their designated areas at 7:45 AM.

After School – Extended Day is available for students from 3:00 PM – 6:00 PM

- Students should report to the adult supervisor on duty.
- Pick up is in the cafeteria, at any time before 6 PM.

Payment for the Program

A Registration form (which is attached) must be submitted to the school office before services (before and after school) can begin. Parents are expected to remit the fee of \$ **40.00 per family** along with the registration documents. Checks may be made payable to Villa Maria Academy.

All families who have used the Extended Day Program during the previous month will be billed through FACTS incidental billing.

Before School Care – Flat rate of \$5.25 per day per child.

After School Care - This cost is per child.

0-30 minutes \$ 5.25

31-60 minutes \$10.50

61-90 minutes \$15.75

91-150 minutes \$21.00

A late fee of \$5.00 is charged if pick-up is after 6:00 pm.



**Extended Day Program - (Before and After School)
2018-2019**

Registration Form and Authorized Pick-Up

Family Name _____

Student name

Grade

Expected day(s) of attendance: _____

I authorize the following person(s) to take my child from Extended Day I realize that the Extended Day personnel will ask this person for picture ID at the time of departure.

Signature of Parent

Date

Name _____

Relationship to Child _____

Name _____

Relationship to Child _____

Name _____

Relationship to Child _____

Extended Day Program
Emergency Form – 2018-2019

Family Name _____

Parents/Guardians Emergency Contact Information:

Mother's Cell Phone _____

Mother's Email _____

Father's Cell Phone _____

Father's Email _____

Emergency Contact:

Name of Contact _____ Phone _____

Name of Contact _____ Phone _____

Special Instructions:

Any Allergies? _____

Any Chronic Illness? _____

Any additional information for the Extended Day Moderators?
