

2017-2018  
Saint Joseph  
Extended Day  
Program



**420 East Simpson Street  
Mechanicsburg, PA 17055**

**2017-2018 EXTENDED DAY PROGRAM  
REGISTRATION FORM**

*(Please Detach and Return)*

I am interested in the Saint Joseph Extended Day Program for my child/children:

Parent/Guardian \_\_\_\_\_

Address  
\_\_\_\_\_

E-mail Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

STUDENT NAMES	PRESENT GRADE	BIRTH DATE
_____	_____	_____
_____	_____	_____
_____	_____	_____

I would like to register for the following:

- 5 days (full time)
- 4 days
- 3 days
- 2 days
- 1 day

Please specify days if you are not choosing full time:

\_\_\_\_\_

*Please detach and return this form with your non-refundable registration fee of \$15 payable to:*

**SAINT JOSEPH EXTENDED DAY PROGRAM  
420 East Simpson Street  
Mechanicsburg, PA 17055**

## **PROGRAM INFORMATION**

Registration for the 2017-2018 Saint Joseph Extended Day Program (EDP) is now open. The program is operated in-house by Saint Joseph School. Our qualified staff will help your children develop in an environment of safety, support, and care.

The Extended Day Program runs during the school year each day that school is in session from the end of the school day until 5:30 p.m. with the exception of early dismissal days. The program does NOT operate on early dismissal days and when school is not in session. Our program is open to students attending Saint Joseph School in K (full day) through 8th grade.

Activities include outdoor play, indoor games, crafts, and homework time (tutoring is not provided). A daily snack is also provided.

## **REGISTRATION AND COST**

There is a \$15 non-refundable fee per family. Registration is accepted on a first-come, first-served basis. Families interested in the program for the 2017-2018 school year should return the attached registration form by August 18th. Additional paperwork will be required on the first day of participation.

Children are accepted into the program on a pre-registered basis. Parents will register their children on a fixed schedule for 1, 2, 3, 4, or 5 days per week on a monthly basis. Participation on a day-to-day or drop-in basis is NOT accepted. Fees are non-refundable in the case of absence. Credits will NOT be issued for missed days or snow days. Discounts are offered for multiple children.

Confirmation of your registration and deposit will be forwarded upon receipt. Monthly invoices will be provided according to the fixed number of days your child/children have been registered. These are provided the second week of each month. Payment is due within 10 days.

***SEE BACK PAGE FOR FEES AND BILLING  
INFORMATION!***

## FEES AND BILLING INFORMATION

1 Day/Week	1 Child	\$13.50/Day
	2 Children	\$22.00/Day
	3 or More Children	\$31.00/Day
2 Days/Week	1 Child	\$27.00/Week (\$13.50/Day)
	2 Children	\$44.00/Week (\$22.00/Day)
	3 or More Children	\$62.00/Week (\$31.00/Day)
3 Days/Week	1 Child	\$37.00/Week (\$12.30/Day)
	2 Children	\$61.00/Week (\$20.30/Day)
	3 or More Children	\$86.00/Week (\$28.65/Day)
4 Days/Week	1 Child	\$42.00/Week (\$10.50/Day)
	2 Children	\$70.00/Week (\$17.50/Day)
	3 or More Children	\$98.00/Week (\$24.50/Day)
5 Days/Week	1 Child	\$47.00/Week (\$9.40/Day)
	2 Children	\$78.00/Week (\$15.60/Day)
	3 or More Children	\$110.00/Week (\$22.00/Day)

Invoices are configured on the total number of days that school is in session each month. In other words, you are not billed for school holidays.

Fees are non-refundable in the case of absence. Credits will NOT be issued for missed days or snow days.

Invoices are provided on the Monday of the second week of the month. Payment is due within 10 days. August/September and May/June are billed together.

If payment has not been received, or arrangement for payment has not been communicated to the Director of the Extended Day Program, children will not be allowed to continue in the program as of the 1<sup>st</sup> of the following month. Children can resume attendance in the program once the balance has been paid.

*Saint Joseph School offers the Extended Day Program because of our strong belief that we must provide continued assistance and support to parents as they join in the process of educating their children.*