



Saint Hilary School Extended Care (415) 937-5533

Saint Hilary provides an extensive after school program for all students. This program offers a fun, safe and comfortable environment where children are encouraged to make good use of their time. Activities and guidance are offered to enhance independence and self-confidence.

EXTENDED CARE BEGINS ON THE FIRST DAY OF EACH SCHOOL YEAR.

When is Extended Care?

Extended Care runs on the same calendar as the school, Mondays through Fridays from 2:00 pm to 6:00 pm. If changes are made, all parents will be notified.

Costs and billing plan?

- \$9.00 per hour
- Payment options are automatic payments from credit card or checking account.
- Late fees of \$1.00 per minute charged for any student remaining after 6:00 pm.

Extended Care Registration/Emergency Card:

- Each family must complete an Extended Care Payment Option form.
- Your child's school Emergency Contact and Release Form will be used for Extended Care.
- Emergency forms must be on file before a child can attend Extended Care.

Where does my child sign-in?

The Kindergarten students are walked to Extended Care. Students in other grades who are attending our program line up at the entrance to the library. The children will be signed in by an Extended Care staff member; the parents will sign out with a staff member. We must know and see who your child is going home with before they leave.

Can someone else pick up my child?

If we have a written note or a fax from the parent/guardian, the child may go home with another person.

What are some of the activities this program offers?

This program offers a wide range of after school activities for all children attending. The library allows students to work on homework as needed. The back yard play structure is accessible for outside and sporting activities. Arts and crafts, reading, board games, Legos and on-going activities are always available.

What rules are enforced?

Rules that are enforced during the regular school day are also followed at Extended Care. Every child is to respect the staff, their peers, and themselves. Inappropriate language and physical contact, a lack of respect, disobeying rules, and being in an area where there is no supervision are all acts that result in disciplinary action. We expect the children to use good manners and to follow the rules.



Extended Care Sign Up

Extended Care is available for all students, Kindergarten through Grade 8. The afternoon program is from dismissal through 6:00 P.M.

The conduct and courtesy expected of Saint Hilary School students continues in the Extended Care program. As a member of the Saint Hilary School community, children respect the staff, one another, the materials, and the facilities, and abide by all school rules. They do not leave the buildings or grounds without explicit permission of the staff of Extended Care, with such permission is only granted by order of the parent or guardian.

Extended Day Care is offered at \$9.00 an hour per child.

Email: extendedcare@sainthilaryschool.org

Phone number is 415-435-2224 x5533

Family Name: _____

EXTENDED CARE AUTHORIZATION FOR DIRECT DEBIT

Same as Tuition

OR

Bank Routing # _____ Account # _____

Credit Card #: _____ Exp. Date: _____

SIGNATURE _____ DATE _____

YOUR NAME
678 Main Street
Anywhere, MI 12345

DATE _____ 123

PAY TO THE ORDER OF _____ \$ _____

_____ DOLLARS

⑆999888 777 ⑆00123456789 ⑆123

Routing Number Account Number Check Number

Please submit to: Saint Hilary School, 765 Hilary Drive, Tiburon, CA 94920