

St. Mary's Catholic School Extended Day Program Registration Contract 2026-2027

St. Mary's offers an Afterschool Extended Day program from 3:20 pm – 5:30 pm. This afterschool program is designed for families who need continuous before and/or after school childcare. Every family must complete the following via FACTS every year:

- One contract per family (this document)
- One DHHS registration form per student
- One DHHS Family Rights brochure per family

Extended Day is only available when school is in session for the entire day. This program is not available during snow days or other weather emergencies, early dismissals, or half-days. If school is canceled during the school day, please pick up your child as soon as possible as Extended Day is not staffed during this time. In the event your child has an afternoon appointment, he or she must be checked back into the school office by 2:50 pm in order to attend Extended Day that afternoon.

Extended Day Rates

Students are charged for attending Extended Day. We have four plan types for registered families to choose from. Full-Time, Part-Time Monthly, Part-Time Weekly, and Drop-In. Families who choose Full-Time or Part-Time pay a flat rate regardless of student attendance, school closures, or scheduled days off. Families who choose Drop-In pay a flat rate regardless of when they pick up their child. There is no difference in rates dependent on the student check-in times.

Full Time	Part Time	Part Time	Drop-In	Unregistered
\$180/mo	\$120/mo	\$35/wk	\$15/day	\$30/day

Full-Time Plan - *Full-Time is considered 5 days per week.*

- Based on a 19-day month
- Breaks down to \$9.47/day
- Plan requires families to be enrolled in Auto-Pay
- Ideal for families who know they will need Extended Day weekly on a regular basis.

Part-Time Plan - *Part-Time is considered no more than 3 days per week.*

- Rate is based on a 12-day month/ 3-day week
- Plan requires families to be enrolled in AutoPay
- Ideal for families who know they will need Extended Day regularly but not every day

Drop-In Plan - *An "as needed" option for families.*

- Families have **all** 3 required forms filled out and uploaded into Family Portal
- Plan requires families to be enrolled in AutoPay

Late Pick Up: Extended Day ends at 5:30 pm. We ask that everyone respect our staff's time and pick up their children before 5:30 pm. If there are extenuating circumstances, please call the Extended Day room as soon as possible at (402) 291-1694 ext. 3 to let staff know. *Any*

student that is picked up starting at 5:31 pm will incur a Late Fee of \$1/min. After three late pickups, a meeting may be called to discuss whether Extended Day can continue providing services.

Extended Day Student Information:

Student's Name: _____ Current Grade: _____

Student's Name: _____ Current Grade: _____

Student's Name: _____ Current Grade: _____

Student's Name: _____ Current Grade: _____

Student's Name: _____ Current Grade: _____

Billing: Full-Time and Part-Time payment plans are billed monthly and due on the 5th of the following month. Payments will start in September **or** the first due date following attendance. Families who choose Drop-In Rate will be charged on a weekly basis. All Extended Day billing will go through Incidentals for the 2026-2027 school year. Families are required to enroll and stay enrolled in AutoPay through the duration of their enrollment in Extended Day.

Late Payments: We understand that sometimes life happens. Please contact our finance office if you are falling behind on payments. If a family is more than 30 days late in making a payment and payment arrangements have not been made, then your child will not be allowed to attend the Extended Day Program and families will need to make other arrangements.

Snacks: All students who come to Extended Day will be provided with a healthy snack and drink. Students who have severe or life-threatening allergies are required to bring their own snack to eliminate the risk of an allergic reaction. Please do not bring anything with peanuts or tree nuts.

Medications: Most medications are handled during the day by the office. If a student requires an EpiPen, Benadryl, or asthma medication, parents are encouraged to bring some for Extended Day and we will keep it in a secure location.

Acceptance of the Extended Day Payment Policy: I understand St. Mary's Extended Day policies and agree to abide by the policy and payment terms outlined in this agreement.

Parent/Guardian Full Name (Please Print)

Date

Parent/Guardian Signature