

2018-2019 BRCVPA EXTENDED DAY PROGRAM

Dear BRCVPA Parents,

The BRCVPA Extended Day Program serves students and families to provide an affordable before and after school care for our students. Applications are currently being accepted for the 2018-2019 school year. We have 100 slots available, and registration will be open to the first 100 applicants. Other applicants will be placed on a waiting list. An Extended Day Program Handbook is available online if you would like more detailed information about our program.

What is the Extended Day Program?

Extended Day is before and after school for children presently enrolled in grades Pre-k – 5th. It is staffed by school personnel and serves only children enrolled in BRCVPA.

How many days does the Extended Day Program operate per year?

The Extended Day Program will operate every day of school **except** the last day before the Christmas holidays and the last day of the 2018-2019 school year. These are early dismissal days, so please make plans to pick your child up from school at 12:45 pm.

What hours will the program operate?

The Extended Day program operates from:

- Before-School - 7:00 a.m. to 8:00 a.m.
- After-School - 3:30 p.m. to 5:30 p.m.

Will snacks be provided?

Yes, breakfast is provided to all students, and after-school students will receive a nutritious snack.

What are the program fees?

All students must pay a non-refundable registration fee of \$50.00 per child. There are 5 different plans within the Extended Day program. Each plan is detailed on page 2.

When does the Extended Day Program begin?

The program begins on the first day of school. Students in pre-k and kindergarten begin school on a staggered schedule, so their first day of Extended Day will vary. If you are interested in enrolling your child/children in the Extended Day Program for 2018-2019, please complete and return the attached form by your child's first day of school for the 2018-2019 school year. Once again, if you have questions about the program, feel free to call or visit the school office.

What if I need Extended Day services for one day?

We completely understand family emergencies! Therefore, we offer a drop in option for a daily rate of \$25.00 to those in a bind that need our services on an occasional basis.

Sincerely,

Mrs. Candice Hartley, Principal

Ms. GiGi Boudreaux, Extended Day Director

BATON ROUGE CENTER FOR VISUAL AND PERFORMING ARTS EXTENDED DAY REGISTRATION FORM

Child's Name: _____ Gender: _____ Date of Birth: _____ Grade: _____

Child's Address: _____
(Street) (City, State) (Zip Code)

Parent/Guardian Name: _____ Phone #: _____

Parent/Guardian Name: _____ Phone #: _____

**PAYMENTS ARE DUE IN FULL BEFORE EXTENDED DAY SERVICES WILL BE PROVIDED.
 PLEASE SELECT FROM THE EXTENDED DAY PROGRAM OPTIONS AND PAYMENT OPTIONS BELOW**

✓	EXTENDED DAY PLAN TYPES: (PLEASE CHECK YOUR SELECTION)	PER 9-WEEKS	PER SEMESTER	ANNUAL FEE
	AM ONLY (7:00 AM - 8:00AM)	\$315.00	\$630.00	\$1,260.00
	EARLY PM ONLY (3:15PM - 4:30 PM)	\$315.00	\$630.00	\$1,260.00
	LATE PM ONLY (3:15PM - 5:30PM)	\$495.00	\$990.00	\$1,980.00
	AM + EARLY PM (7-8 AND 3:15-4:30)	\$585.00	\$1,170.00	\$2,340.00
	AM + LATE PM (7-8 AND 3:15-5:30)	\$720.00	\$1,440.00	\$2,880.00

Daily drop-in rates are available in an emergency situation. Any family utilizing the emergency drop-in (morning or afternoon) will be charged \$25.00 a day per child. Payments must be made the day the service is rendered.

<p style="text-align: center;">REGISTRATION FEES AND INFORMATION:</p> <ul style="list-style-type: none"> There is a registration fee of \$50.00 per child due by the first day of school. Registration fees paid after the deadline will be \$100.00 per child. MONEY SAVER: Registration fees will be waived for families selecting the annual payment option. 	<p style="text-align: center;">PAYMENT OPTIONS:</p> <ul style="list-style-type: none"> Checks must be made out to BRCVPA. For online payments please visit www.brcvpa.com and click "online payments" on the navigation menu. Cash payments and money orders should be sent in a sealed envelope with students name and labeled <i>Extended Day</i>.
<p style="text-align: center;">PAYMENT DEADLINES:</p> <ul style="list-style-type: none"> Annual Payment Due: <ul style="list-style-type: none"> 1st day of school, August 9, 2018 Semester Payments Due: <ul style="list-style-type: none"> 1st Semester – 1st day of school, August 9, 2018 2nd Semester – January 7, 2019 9 Weeks Payments Due: <ul style="list-style-type: none"> 1st 9-Weeks – 1st day of school, August 9, 2018 2nd 9-Weeks – October 12, 2018 3rd 9-Weeks – January 7, 2019 4th 9-Weeks – March 11, 2019 	<p style="text-align: center;">EXTENDED DAY PAYMENT POLICIES:</p> <ul style="list-style-type: none"> Payments are due in full by deadlines listed above. Late payments or past-due accounts will result in immediate denial of Extended Day services, school clubs, and field trips. Returned NSF checks go directly to a credit company for collection. Late student pick-up (after 4:30 or 5:30 pm, depending on the child's Extended Day Plan) will be charged a \$1.00 per minute, per child, late fee per occurrence. BRCVPA may exclude any child from the Extended Day program for just cause.

I have read this contract carefully (front and back), and hereby agree to all terms and conditions stated within.

Parent/Guardian Signature

Date