

#### **REGISTRATION**

All registration is through your Blackbaud account. A non-refundable registration fee of \$25/per child is required regardless of enrollment date.

#### **PAYMENT OPTIONS**

All payments will be paid online through your Blackbaud account. Payments can be made monthly or in a one-time annual payment for the 2023-2024 school year.

### **HOURS**

6:45 am - 7:25 am 3:25 pm - 4:30 pm

3:25 pm - 5:30 pm

### **BREAKFAST/SNACKS**

Breakfast is served in the morning through the cafeteria for an additional fee until 7:15 am. Snacks are served in the afternoon hours as part of our program.

#### **DROP-IN PROGRAM**

The drop-in package allows for 10 extended day 5:30pm pick-up dates to be used at any time. This package may be purchased at any time and the one-time payment of \$250 will be added to your next tuition draft. Any unused drop-in dates will NOT transfer to following school year.

#### **BEHAVIOR**

As members of a caring Christian community, the children will be expected to respect the staff, each other, the materials and the environment provided. They must never leave the ground without explicit permission of the staff. This program follows the same discipline procedures as the school.

#### LATE FEE

A late fee will be applied to any parent or guardian who picks up their student late.

4:30pm pick-up: A late fee of \$10 will be automatically applied per student at 4:35pm. If a student is picked up late 3 times within a month, your account will automatically be adjusted to reflect enrollment into the 5:30pm pick-up option.

5:30pm pick-up: A late fee of \$50 will be automatically applied per student at 5:31pm.

If you do not pick-up your student in carpool by 3:25pm, your student will be sent to Extended Day and you will automatically be charged a drop-in fee- \$10 for unenrolled students picked up by 4pm/\$25 for unenrolled students picked up between 4pm-5:30pm. After 3 late carpool pick-ups, you will automatically be enrolled in the 4:30pm extended day program for the month.

#### **Fees**

Payments may be made as a one-time annual payment or as a monthly payment thought your Blackbaud account.

The one-time annual payment will be added to your August tuition draft.

Monthly payments will be added to your August – May tuition drafts.

Monthly payments will not be prorated or refunded regardless of enrollment/drop date.

# **August - May**

	Monthly	One-Time Annual
6:45 am – 7:25 am	\$50	\$500
3:25 pm – 4:30 pm	\$105	\$1,000
3:25 pm – 5:30 pm	\$150	\$1,400
10 Drop-In Package	N/A	\$250

## **LOCATION**

6:45am - 7:25am

**Lower School Building** 

3Y – 8th Grade Drop-off is in front of the Lower School Building for all grades

## 3:25pm - 5:30pm

**Lower School Building** 

**3Y – 2nd Grade** Pick-up is in the Lower School Front Office

**Church Carpool** 

3rd – 8th Grade Pick-up is at the Upper School Church Carpool