

*St. John the Evangelist School*  
 8912 Old Branch Avenue – Clinton, Maryland 20735  
 Phone – (301) 868-2010  
 Before & Aftercare Phone (301) 868-7744  
[www.saintjohnsschool.org](http://www.saintjohnsschool.org)

**Registration for the Before and Aftercare Program – 2023-2024**

**Both Registration and Contract must be submitted by June 2023**

The Before and Aftercare Program acts as an adjunct to St. John the Evangelist School to provide care for your child (ren) before and after normal school hours. This Program operates daily while school is in session from 6:30 AM to 7:40 AM and from 2:45 PM to 6:00 PM except on early dismissal days and half day Friday’s when the Aftercare Program begins at 12:30 PM. Before using this Program, all children must be registered with a signed Contract and have the proper paperwork on file before the first day of attendance.

Families who use the Program regularly must be contracted. The contracted plan is a flat rate program, which means that the fee is independent of the number of school days in the week. The week between Christmas and New Year’s and the one-week of Easter break are excluded. Since absenteeism, emergency days, and snow days are unplanned and unpredictable, the weekly fee will not be adjusted.

Below, are the services available and the associated fees:

**Registration Fee:** \$125.00 p/family for Contract users (Non-Refundable) **(due June 2023) LATE REG. \$150.00**  
**Snack Fee** : \$100 p/student -Mandatory by Maryland Child Care

Contracted Rates	Times	5 days	4 days	3 days	2 days	1 day
1 <sup>st</sup> Child	6:30-7:40 AM	\$30.00	\$25.00	\$ 20.00	\$15.00	\$10.00
Additional Child		\$15.00	\$12.50	\$ 10.00	\$ 7.50	\$ 5.00
1 <sup>st</sup> Child	7:15- 7:40 AM	\$20.00	\$15.00	\$ 10.00	\$ 7.50	\$ 5.00
Additional Child		\$10.00	\$ 7.50	\$ 5.50	\$ 3.50	\$ 3.00
1 <sup>st</sup> Child	2:45 – 4:00 PM	\$35.00	\$30.00	\$20.00	\$15.00	\$10.00
Additional Child		\$17.50	\$15.00	\$10.00	\$ 7.50	\$ 5.00
1 <sup>st</sup> Child	2:45 – 5:00 PM	\$50.00	\$45.00	\$35.00	\$25.00	\$20.00
Additional Child		\$25.00	\$22.50	\$17.50	\$12.50	\$10.00
1 <sup>st</sup> Child	2:45 – 6:00 PM	\$80.00	\$75.00	\$65.00	\$55.00	\$45.00
Additional Child		\$40.00	\$37.50	\$32.50	\$27.50	\$22.50

**Late Pick Up:** Late pick-ups will result in an additional charge. The late fee for pick-up after 6:00 PM will be \$20.00 per child for the first 15 minutes and \$15.00 per child for each 15 minutes or fraction thereafter. After 6:30 PM, the fees will double.

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**Registration for the Before and Aftercare Program – 2023-2024 (Please Print Information)**  
**– DUE June 2023**

**Non-Refundable Registration fee of \$125.00 by June 2023; Late Registration is \$150.00**

#1 Parent Name and Address \_\_\_\_\_  
 Home Phone # \_\_\_\_\_ Work Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_

#2 Parent Name and Address \_\_\_\_\_  
 Home Phone # \_\_\_\_\_ Work Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_

Child(ren's) Name(s) and Grade \_\_\_\_\_

Contract Registration \$125 per family **BY June 2023** LATE REGISTRATION \$150 P/Family \_\_\_\_\_

Contracted Rates	Times	5 days	4 days	3 days	2 days	1 day
1 <sup>st</sup> Child	6:30-7:40 AM	\$30.00	\$25.00	\$ 20.00	\$15.00	\$10.00
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Additional Child		\$40.00	\$37.50	\$32.50	\$27.50	\$22.50

Snack Fee - \$100 p/student – Mandatory by Maryland Child Care

Monday AM \_\_\_\_\_ to \_\_\_\_\_ PM \_\_\_\_\_ to \_\_\_\_\_  
 Tuesday AM \_\_\_\_\_ to \_\_\_\_\_ PM \_\_\_\_\_ to \_\_\_\_\_  
 Wednesday AM \_\_\_\_\_ to \_\_\_\_\_ PM \_\_\_\_\_ to \_\_\_\_\_  
 Thursday AM \_\_\_\_\_ to \_\_\_\_\_ PM \_\_\_\_\_ to \_\_\_\_\_  
 Friday AM \_\_\_\_\_ to \_\_\_\_\_ PM \_\_\_\_\_ to \_\_\_\_\_  
 Total of AM Days: \_\_\_\_\_ Total of PM Days: \_\_\_\_\_

Weekly Contract AM Rate: \$ \_\_\_\_\_ Weekly Contract PM Rate :\$ \_\_\_\_\_

Weekly Contract Rates x 4 weeks = \$ \_\_\_\_\_ Monthly

Names and Phone Numbers of authorized persons who may pick-up your child(ren)

\_\_\_\_\_ ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_  
 \_\_\_\_\_ ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_  
 \_\_\_\_\_ ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_

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**Contract for the Before and Aftercare Program –2023-2024 (MANDATORY FORM)-DUE June 2023**

I agree that when using the Before and Aftercare Contract Program, the fee is fixed regardless of the number of days my child(ren) actually use(s) the service during the week. TADS will collect and monitor all payments. TADS will administer all late fees as well as ISF fees for bounce checks. All accounts will be paid on a monthly basis based on 44 school weeks and TADS submission dates.

Snack fee will be charged per student due to mandatory Maryland Child Care Regulations. Paid snack will be served at 4:30; parent must provide a snack that will served upon arrival in Aftercare at 3:00 PM.

The contracted plan is a flat rate program, which means that the fee is independent of the number of school days in the week. The week between Christmas and New Year's and the week of Easter break are excluded. Since absenteeism, emergency days, and snow days are unplanned and unpredictable, the weekly fee will not be adjusted. I also understand that the Registration Fee is Non-Refundable.

I agree that if my account becomes one month delinquent, or if I do not meet the Program's financial requirements, that my child(ren) will be denied further use of the Program and will not be allowed to return until the account is brought current. If the child(ren) are removed, I will be responsible for full payment of the account including any late fees.

I agree that in the event of continuing behavioral problems that my child(ren) may be removed from the Program and not allowed to return. If removed, I understand I will be responsible for full payment of the account. The decision to remove any child(ren) will be decided by the Director of the Program along with the Principal.

I also understand that if school is cancelled due to inclement weather, there will be no Program. On delayed opening days, the Program will follow the directives of Prince George's County Schools. The delays will be as follows: One (1) hour delay – the Before Care Program will open at 7:30 AM. Two (2) hour delay – the Before Care Program will open at 8:30 AM. In the event the delayed status changes to school being closed or an unscheduled early closing is announced, I agree that I am responsible for returning to school promptly for my child (ren) or make other pick-up arrangements for him/her as soon as possible.

I agree that the provisions of this contract are in effect until a modification of this contract is put in writing with notification to the Director of this Program as well as the Development Office via email.

I agree to keep the Before and Aftercare Director and Principal aware of any medical problems or issues related to my child(ren) health. A written order from a Physician or Dentist must accompany ALL medication to be administered including "over the counter drugs." Proper Medical forms can be obtained from the school office. The form must be dated and medication must be identified, in the original prescription container, along with the proper dosage, time of day to be given, anticipated duration of treatment and side effects. A record of all medications dispensed during the Before and Aftercare Program will be kept on file. All medications will be under the control of the Director of the Program and Principal and kept locked at all times. I also agree that if my child (ren) becomes ill or needs medical assistance that a designated person or I will promptly pick-up my child (ren) for the necessary medical care. In the event of a life threatening medical emergency, I authorize the Before and Aftercare staff to seek whatever necessary medical care that they deem is required for my child (ren's) well -being and that I assume full liability for the medical care provided.

The late fee for pick-up after 6:00 PM will be \$20.00 per child for the first 15 minutes and \$15.00 per child for each 15-minute period or fraction thereafter will be charged. After 6:30 PM, the late pick-up fees will double.

I have carefully read this Contract, understand, and agree to my obligations under this Contract. I agree that I will meet all my financial obligations as detailed in this contract.

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Parent/Guardian Signature

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Date