

St. Matthias Extended School Program 2019-2020

**Director Georgeann Reedy: greedy@stmatthias.org
ESP Number: 301-577-9412**

The program is offered daily when school is in session.
On regular school days the hours of operation are as follows:

**Before Care: 7:00-8:00 a.m. Aftercare: 3:00-6:00 p.m.
No ESP on Half Days**

The Extended School Program (ESP) is open to all St. Matthias students in grades K to 8. Enrollment is on a first-come first-registered basis. Our state licensed Extended School Program (ESP) employs qualified staff members to provide a safe, structured and supervised environment. Our goal is to provide a valuable resource to our working parents during after school hours.

NON-REFUNDABLE REGISTRATION FEE: \$60 Per Family

Please note: Students **MUST** be registered and all required paperwork must be current before attending.

TUITION PLANS:

Please select the program of your choice:

Program	Program	Time	Child 1	Child 2	Child 3
	Before Care Only	7:00 – 8:00 a.m.	\$1,200	\$2,400	\$3,400
	Aftercare Early Pickup	3:00 – 4:00 p.m.	\$1,200	\$2,400	\$3,400
	Aftercare Only	3:00 – 6:00 p.m.	\$2,800	\$4,600	\$6,400
	Before Care and Aftercare Early Pickup	7:00 – 8:00 a.m. & 3:00 – 4:00 p.m.	\$2,300	\$4,300	\$6,300
	Before Care and Aftercare	7:00 – 8:00 a.m. & 3:00 – 6:00 p.m.	\$3,800	\$6,600	\$8,400

Print Name of student

Grade for 2019-2020

Print Name of student

Grade for 2019-2020

Print Name of student

Grade for 2019-2020

TEN-MONTH PAYMENT PLANS ARE BILLED JULY 31, 2019 - APRIL 30, 2020

Extended School Program 2019 - 2020 Financial Agreement

Please carefully read, then sign & return after you have reviewed its contents.

As is stated on the Registration Form our hours of operation are Monday-Friday from 7:00-8:00 a.m. & 3:00-6:00 p.m. when school is in session. No ESP on noon dismissal days.

Tuition is collected via TADS (on the same schedule of school tuition) & is due on the last day of each month (July through April), refunds are not given for absences. Tuition rates for students registering after the first month of school will be prorated.

In order to complete your registration for the Extended School Program (ESP), we ask that you complete and sign this agreement. A written notice must be submitted to withdraw a student.

I agree to pay by direct automatic monthly withdrawal on the 30th of each month for ten months, beginning with July 30th. I understand that in signing this agreement, I agree to accept all the rules and regulations of Extended School Program (ESP) as presented in the Parent Handbook and/or as initiated or amended throughout the course of the year. I understand that if payment is in arrears, the student(s) named above may be denied permission to attend the ESP program. I also understand that I will be penalized with a **\$35 fee for each overdue payment** and for each subsequent thirty-day period in which payment remains overdue. A **\$35.00 penalty fee is incurred for any returned draw from the bank.**

I understand that should I default on the agreement, The Academy of Saint Matthias the Apostle has the right to use whatever legal means deemed necessary to collect any and all outstanding tuition and fees, and that I will be liable for all court and other legal expenses necessary for the School to collect said tuition and fees.

Picking up your child on time is very important. Late fees will begin at 4:01 p.m. or 6:01 p.m. (depending on your pickup time) or when you are not on time for an emergency closing that has been called by Prince George's County Public Schools. Late pick up fees will be billed in TADS on a monthly basis. We appreciate your understanding of this policy.

Inclement weather policy: ESP follows the decision of the Prince George's County School System. If they announce a morning delay, ESP hours adjust accordingly, i.e., a 2-hour delayed opening results in an 9:00 a.m. opening; early closing results = ESP cancelled. Cancelled afternoon activities = 4:00 p.m. pick-up. It is your responsibility to be informed.

The ESP Director has the right to dismiss any child from the program because of misconduct, unmet financial obligations or consistent late pick-ups.

I certify that I have received the above information and that I understand and accept the conditions as outlined.

Mother's Name

Signature

Date

Address _____

Cell: _____

Work: _____

Father's Name

Signature

Date

Address _____

Cell: _____

Work: _____

Accepted:

Georgeann Reedy

Signature

Date