



Family Name: _____ Phone Number: _____

Father's Name: _____ Phone (wk.): _____

Phone (cell): _____

Mother's Name: _____ Phone (wk.): _____

Phone (cell): _____

| Name(s) of Children | Age | Grade | Circle Days |
|---------------------|-------|-------|-------------|
| _____ | _____ | _____ | M T W Th F |
| _____ | _____ | _____ | M T W Th F |
| _____ | _____ | _____ | M T W Th F |
| _____ | _____ | _____ | M T W Th F |

After School Activities: Must notify ASAP staff for your child to be released

| Name(s) of Children | Activity | Circle Days |
|---------------------|----------|-------------|
| _____ | _____ | M T W Th F |
| _____ | _____ | M T W Th F |
| _____ | _____ | M T W Th F |
| _____ | _____ | M T W Th F |

All **Local** Persons Authorized to Pick Up:

| Name | Relationship | Contact Number |
|-------|--------------|----------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Special Health Problems, Allergies or Information that needs to be noted: _____

Parent/ Guardian Signature

Date



BEFORE AND AFTER SCHOOL CARE

Before School Care

The morning extended day program operates from 7:00 a.m. to 7:45 a.m. The cost is **\$5.00** per day per student.

After School Care - A.S.A.P. (After School Activities Program)

Sacred Heart School offers an extended day program available to students enrolled in Pre-Kindergarten - Eighth grade in our school. Activities include snacks, study time/quiet time, organized and free time, crafts, games, etc. ***The program operates from 3:15 p.m. to 6 p.m. Monday – Thursday and 2:15 p.m. – 6 p.m. on Fridays.***

A.S.A.P. is only offered on days when school is in session. ***Sacred Heart does offer A.S.A.P. on early release days.*** Families wishing to choose a two-day or three-day a week option must specify which day’s students will be attending. This is necessary to ensure enough personnel for adequate adult supervision and to be prepared for activities each day.

A.S.A.P. is not prepared for drop-ins. If an emergency arises such that a family member is unable to pick up a student by 3:15 p.m., the parent should call the school office to discuss the situation.

Registration Fees for A.S.A.P

There is a \$ 35.00 registration fee per child. Every child that stays for A.S.A.P. must be pre-registered. The form must be completely filled out and signed with the registration fee attached. This fee is non-refundable.

Fees for ASAP are all pro-rated based on required student days set by The Archdiocese of Galveston Houston. Parents accept full responsibility for the payment of all tuition and fees if a student is dismissed or must leave during the school year.

| A.S.A.P. Tuition | Monthly Rate | Annual Rate |
|-------------------------------|---------------------|--------------------|
| Monday-Friday | \$ 219.00 per month | \$1,883.00 |
| Three days a week | \$ 182.00 per month | \$1,529.00 |
| Two days a week | \$ 121.00 per month | |
| *Emergency Drop In Fee | \$12.00 per day | |

The tuition is due on the first of the month and is non-refundable if the child is absent. Checks should be made payable to Sacred Heart Catholic School and can be included with your school tuition payment. Please make a note on the remittance stub to ensure credit is given to your account.

Families must commit in August to using the A.S.A.P. program for 3 or 5 days per week from August to May in order to qualify for this rate. Annual rate can be paid in 10 equal payments August – May.

Late Pick-Up of Students

\$1.00 per minute is charged when students are not picked up at announced closing times including school activities such as athletic, extra-curricular activities and the After School Program. Late pick up fess are charged by family. Charges begin 15 minutes after the dismissal bell or one minute past the closing time for school activities and the After School Program.