



**Saint Teresa of Calcutta Catholic School  
STC Crusaders CARES Program  
(An Extended Care Program)**

**After School: 3:00-6:00 PM**

STC Crusaders CARES location:

McSherrystown Campus  
316 North Street  
McSherrystown, PA 17344

## Mission Statement

The goal of the Crusaders CARES Program is to provide a faith-filled, nurturing care program after regular school hours for the children of Saint Teresa of Calcutta Catholic School while parents are working. Open communication between parents and the program coordinators is expected on a regular and clear basis.

## Overview

The Crusaders CARES Program is open to all students currently enrolled at Saint Teresa of Calcutta Catholic School in Pre-Kindergarten through Eighth grade during the school year. All financial commitments and responsibilities to STC Catholic School and the Crusaders CARES program must be met and maintained to be eligible to enroll and to be retained in the Crusaders CARES Program.

## Attendance

When a child is absent from school, parents should notify the school office by telephone by 9:00 a.m. Please inform the office that your child regularly attends the Crusader CARES Program so that we can notify the extended care staff. If a child is absent from school for any reason, the child will not be permitted to participate in the Crusaders CARES Program that day.

Once a payment is received for the registered and committed number of days per week, no reimbursement or refund will be issued for any days missed due to illness, appointments, weather-related, or any other reasons.

## Hours/Days/Location

Crusaders CARES Program will be held from 3:00-6:00 p.m. on FULL days, and on delay days when students are in school until the end of the regularly scheduled day at the McSherrystown Campus. Students in grades PK-3 will be transported to the McSherrystown Campus by bus. Crusaders CARES Program will NOT be provided on holidays, scheduled early dismissals, or weather-related or other emergency early dismissals.

## Medication/Illness

Administering of medications will follow the Saint Teresa of Calcutta School policy. Children are NOT permitted to carry medication with them. If a child becomes ill or injured while in the Crusaders CARES Program, a staff member will notify the child's parent or designated guardian as soon as possible and in accordance with the information on file.

## Snacks/Food

A small daily snack will be provided for each child. Please notify the staff of any special dietary needs or food allergies. Parents may be required to provide food in some cases.

## Discipline

All students attending the Crusaders CARES Program are expected to adhere to all rules, policies, and code of conduct as established in the Saint Teresa of Calcutta Catholic School Parent-Student Handbook. Students receiving repeated notices for behavior infractions will be suspended from the program for a period of time as deemed acceptable by the principals. The Crusaders CARES Program staff reserve the right to remove any

child from the program temporarily or permanently. Students are not permitted to have any electronic devices or cell phones in their possession during the Crusaders CARES Program.

### Homework

All children will be doing homework in CARES after snack. We encourage parents to look over their homework that evening. Children up to grade 5 have their homework checked by the staff. However, we are not responsible for homework that is missed or could not be completed at CARES. The children are responsible for making sure they brought and finished their assigned homework from their classes. If parents do not want their children to do homework at CARES the children must have a note from the parents. Studying is to be completed at home.

### Dress Code

Please dress children appropriately for the weather. After homework session the children are able to play outside weather permitting. Children may bring a change of clothes with them to change into. Please follow the school's dress down code.

### Child Drop-off and Pick-up

Afternoon pick-up will be at the McSherrystown Campus at the gym entrance. **Parents, guardians, or authorized individuals must sign the child out EACH day.** Children will be released only to those persons specified on the registration forms. Each child picked up after 6 p.m. will incur a \$10 late charge for every 10 minutes. (i.e. 1-10 minutes late = \$10 per child, 11-20 minutes late = \$20 per child ...)

### Rates & Fees

All payments are due at the beginning of the month, or on the day of the "emergency" drop-off or after school stay. Monthly payments received by the 5th of the month may deduct a 5% discount. Monthly payments received on the 6th of the month through the 10th are considered on time and pay the full amount. Monthly payments received after the 10th of the month will incur a \$25 late fee. Crusaders CARES Program reserves the right to terminate services due to nonpayment or repeated extended late payment for services rendered. Your kind consideration is appreciated as we must pay our staff for their time for the care of your child(ren). This is not a free service.

### Emergency (Occasional) Drop-In Rates

After School CARE: \$20 per child per day

Payments are due at the time of drop-off or pick-up on "emergency/occasional" days.

**For those who register for the STC Crusaders CARES Program will be sent a link to sign-up for specific days on Sign-up Genius. Payment is still expected to be paid monthly at the beginning of each month.**

**AFTER SCHOOL CARE AUGUST RATES (3:00-6:00 PM)**

AUGUST Payment is due on the first day of school in full, NO discount.

Amount due for payments received after the first day of school will be charged

\$20 per child per day.

<b>August ONLY (8 days total)</b>	1 Child	2 Children	3 Children
8 days	\$80	\$120	\$140
7 days	\$70	\$105	\$123
6 days	\$60	\$90	\$105
5 days	\$50	\$75	\$87
4 days	\$40	\$60	\$70
3 days	\$30	\$45	\$53
2 days	\$20	\$30	\$35
1 day	\$10	\$15	\$18

**AFTER SCHOOL CARE MONTHLY RATES (3:00-6:00 PM)**

Payments received by the 5th of the month may deduct a 5% discount.

Payments received on the 6th through the 10th of the month pay full amount.

Payments received after the 10th of the month add a \$25 late fee.

<b>September through May</b>	1 Child	2 Children	3 Children
5 days per week average	\$200	\$300	\$350
4 days per week	\$160	\$240	\$380
3 days per week	\$120	\$180	\$210
2 days per week	\$80	\$120	\$140
1 day per week	\$40	\$60	\$70