



Holy Spirit School
970 Suburban Road
Union, NJ 07083
(908) 687-8415
Mr. Armand Lamberti
Principal

Mrs. Mary Finan
BAC Coordinator

August, 2018

Dear Parents/Guardians:

Please see the attached Holy Spirit Extended Care Fee Schedule. There are some changes made to the program that you need to be mindful of. There are two Plan options offered this year. **We have included a Plan C - per month before care only.**

Plan A is a monthly payment plan option. It includes before and aftercare services. **Monthly payments are due to the Main Office by the first Monday of each month (9/4 for September due to Labor Day).** Monthly fees are non-refundable. **If payment is not received by the first Monday of the month, the student may not participate in the program.**

Plan B is a Per Diem/ Flat rate option. This option is for students who require before or after care services on an as-needed basis. **Payments MUST be received upon drop off and/or pickup on the same day. If payment is not made, the student may not participate in the program.**

Our extended care program offers a safe and secure environment for your child. The first hour of the aftercare session will be dedicated to teacher moderated "Homework Club". Pre-K and K students will be offered learning activities during this time. After Homework Club, a snack will be provided.

The success of our program is dependent upon your cooperation. If you are interested in registering your child for the program, please complete and remit the attached registration form. Be sure to make your selection of Plan A or Plan B. There is a \$10 registration fee per child.

Sincerely,

Mr. Lamberti & Mrs. Finan

Holy Spirit School Extended Care Fee Schedule

Plan A Monthly **Payment in full must be made by the first Monday of each month.**

1 child	\$230
2 children	\$315
3 children	\$340

Please note : Plan A monthly fee includes before care *and* after care services.

****Late pick up charge is \$2.00 per minute/per child. This charge must be paid to the teacher in charge upon pick up. No exceptions.***

Plan B Per Diem FLAT RATE **Payments are made on a daily basis.**

Before Care fee: \$10 per child. Payment MUST be received at drop off.

After Care fee: \$25 per child (with a stay until 6 p.m. – prorated dependent on length of stay). Payment MUST be received at pick up.*

****Late pick up charge will be \$2.00 per minute/per child. This charge must be paid to the teacher in charge upon pick up. No exceptions.***

Plan C Per Month - Before Care ONLY.

Before Care Monthly Fee: 1 Child - \$100; 2 Children - \$120; 3 Children - \$150

Holy Spirit School Extended Care Hours of Operation

Before Care: 6:45-8:00 am

After Care: 2:40-6:00 pm

Registration/ emergency medical care forms will go here in the packet