

# Raleigh Oak Charter School

## 2020-2021 After Care Policies and Procedures



### Program Overview

On Monday, April 12, Raleigh Oak Charter School will resume providing After Care service. We will not offer Before Care service this school year. ROCS plans to resume regular Before AND After Care services in August 2021.

The After Care program at Raleigh Oak Charter School is designed primarily as child care for those Kindergarten through Grade 6 students whose parent(s)/guardian(s) have schedules that do not allow them to pick up at our regular dismissal time. We aim for After Care to be a positive and meaningful, yet comfortable and relaxed extension of the regular school day.

The program offers students a daily routine, a community of friends, and the support of qualified, loving, adult care providers. Students can expect an interesting and age-appropriate environment where they can play games, do puzzles and crafts, rest, and continue their natural efforts to learn, grow, and socialize.

Students and staff who participate in After Care at ROCS will follow the same Covid-19 protocols required by the school, including the mandated mask requirement.

### Days & Times Offered

After Care service will be provided on school days in accordance with the published ROCS calendar, except when the school has an early dismissal, or announced closure due to inclement weather or emergency.

After care runs from 3:30 pm - 6 pm.

### Registration

Participation in After Care requires a signed copy of this document (20-21 After Care Policies and Procedures), an electronic registration form, and a non-refundable registration fee of \$40.00. There is not a sibling discount for the registration fee.

Please submit signed documents to our After Care Coordinator, Imani Mills, via [imills@raleighoakcharter.org](mailto:imills@raleighoakcharter.org), and include "After Care Registration" in the subject line.

### Cost

After Care Program fees are as follows:

	Daily Rate	<i>*Daily Rate for Drop-Ins</i>	Weekly Rate	<i>*Weekly Rate for Drop-Ins</i>
Student 1:	\$16.00	\$20.00	\$74.00	\$100.00
Sibling(s):	\$14.00	\$20.00	\$65.00	\$100.00

*\*This includes all signups received after 5pm Friday up until the day of the requested service.*

## Method of Payment

Methods of payment are Paypal or check. There will be a \$35 fee for returned checks. We will not accept cash payments.

After Care must be paid in advance and your child's sign up will not be complete until payment is secured.



## Sign Up Process

After we receive your registration fee and form, we will email a sign up link. Sign ups must be completed by 5pm each Friday to secure your child's spot the following week. Drop-Ins are not guaranteed.

Future links to register your child(ren) will be distributed weekly in Ms. Dawson's Tuesday updates. You may only sign up for the following week.

## Refund Policy

There are no refunds if your child is absent from school, if your child arrives later or leaves earlier than the program hours offered, or if hours change due to inclement weather or emergency. This is because you are paying for a position, as well as a service.

## Additional Costs

There is a \$5.00 late fee for each minute you arrive after 6:00 pm, up to a capped amount of \$50.00 per day. For the good of all concerned, we reserve the right to deny admission to the After Care program if you regularly arrive past 6:00 pm.

## Parent/Guardian Acknowledgement

I/We have read this document and agree to support the information contained in it. I understand that unless otherwise noted, school policies included in the Parent and Student Handbook will also govern the After Care Program. My signature below indicates that I have read and understand the information contained in the Raleigh Oak Charter School 20-21 After Care Policies and Procedures.

Parent Name	
Name of Child(ren)	
Signature	
Date	