



# SUMMIT ACADEMY

## BEFORE & AFTER SCHOOL CARE

Summit Academy's Before and After School Care program provides students with a safe and enriching environment while parents are at work. It is not an instructional time for students, although time is allotted for homework after school. Children will be encouraged to socialize and play.

### DATES & HOURS

---

#### DATES

First day of school - last full day of school

#### HOURS

Before School Care: 7:30 - 8:00 a.m.

After School Care: 3:00 - 5:30 p.m.

Before & After School Care is offered on regular schedule, in-person school days only. This excludes early dismissal and delayed schedule days.

### RATES & FEES

---

#### BEFORE SCHOOL CARE

3 Days - \$20 per week

5 Days - \$30 per week

#### AFTER SCHOOL CARE

3 Days - \$75 per week

5 Days - \$100 per week

- **NO DROP-INS PERMITTED**
- Discounts will not be applied for missed days.
- Late fees will apply if you are more than 5 minutes late picking up your student (after 5:30PM). These fees will be billed on your monthly payment.

### PAYMENT

---

- Payments will be processed via FACTS.
- Billing questions - contact Renee Lindsey 244-7090 or [rlindsey@summit-academy.org](mailto:rlindsey@summit-academy.org).
- Standard late fees will apply to unpaid invoices.
- Late pickup fee is \$1.00 per minute for every minute you are late after 5:35 p.m. Chronic lateness for pickup can result in dismissal from the program.

### PROCEDURES

---

#### BEFORE SCHOOL CARE

Students must be signed in to Before School Care each morning. If your student is not old enough to sign themselves in, you must park, bring them in, and sign in.

#### AFTER SCHOOL CARE PICKUP

You (or anyone authorized by you on the Pick-Up Authorization Form) must sign out your student each day. It is recommended that you call 544-2942 to confirm the location of students.

### AFTERNOON SCHEDULE

---

#### 3:00 - 3:15

Students in Grades 1-8 are dismissed and signed in by staff

#### 3:15 - 3:45

Nutritious snack and drink provided.

#### 3:45 - 4:15

Games, enrichment activities, projects and crafts, free play, playground, and/or computer time.

#### 4:15 - 5:00

Students are encouraged to work on homework, if applicable. Others will be given quiet enrichment activities.

#### 5:00 - 5:30

Free play or computer time and enrichment activities.

See reverse side for more info and registration →



## BEFORE & AFTER SCHOOL CARE

### BEHAVIOR EXPECTATIONS

---

Behavioral expectations for the Tree House program are congruent with the expectations for the regular school day. Students are expected to self-regulate and maintain appropriate interactions with staff and other students. Students are expected to show respect for others at all times, including the property, space, and feelings of others. Any behavior including language that could or does result in the physical or emotional harm to self or others will not be tolerated. If there are recurring behavioral issues with a student, the Tree House staff will alert the Principal, and together determine the proper course of action.

Consequences for unexpected behavior may include in this order:

Offense #

1. Time out
2. Parent contact
3. Loss of privilege/free-time during the regular school day
4. Student conference with principal
5. Suspension from Before/After School Care program
6. Dismissal from Before/After School Care program

***\* Principal reserves the right to immediately dismiss students from in extraordinary situations.***

Concurrent with school policy, cell phones will be kept in back packs and will be off limits during After School Care. If you have an emergency, please call 544-2942 and we will relay the message to your student.

### REGISTRATION

---

Register for Before/After School Care online at [summit-academy.org/BASC](https://summit-academy.org/BASC).

**SCAN TO REGISTER:**

