

**CHRISTIAN ACADEMY SCHOOL SYSTEM**  
**CAI K-5 Before- and After-school Care Program**  
**2017-2018 POLICY**

The Christian Academy of Indiana Before- and After-school Care Program is available for students in Kindergarten through 5<sup>th</sup> grade. **Advance registration is required to participate in these programs.**

**PROGRAM INFORMATION:**

- Before-school Care opens at 7:00 AM. Students dropped off before 7:40 AM must report to Before-school Care. **Advance registration is required.** Students may bring a breakfast snack from home, but breakfast will not be provided through the program.
- After-school Care ends at 6:00 PM; a late pick-up fee of \$2.00/minute/student is assessed and will be invoiced and paid through FACTS Tuition Management. Students not picked up by 3:00 PM must report to After-school Care. **Advance registration is required.** After-school care includes a snack for students.

**Option 1—BEFORE- AND AFTER-SCHOOL CARE RATE:**

- Daily Service (4-5 days/week)                      \$2400 annually, invoiced and paid through FACTS monthly, August through May; no additional charge for full days or breaks

**Option 2—BEFORE-SCHOOL CARE PROGRAM RATE:**

- Daily Service (4-5 days/week)                      \$600 annually, invoiced and paid through FACTS monthly, August through May; no additional charge for snow delays

**Option 3—AFTER-SCHOOL CARE PROGRAM RATE:**

- Daily Service (4-5 days/week)                      \$1800 annually, invoiced and paid through FACTS monthly, August through May; no additional charge for half days

**Option 4—OCCASIONAL SERVICE RATES:**

- Before-school Care                                      \$5/day, invoiced and paid through FACTS at the end of each month; \$10/day for snow delays
- After-school Care                                        \$15/day, invoiced and paid through FACTS at the end of each month; \$20/day for half days
- Full-day Care    \$30/day, invoiced and paid through FACTS at the end of each month

**PROGRAM POLICIES:**

- For financial questions and to change options for use, contact the Business Office.
- No care will be provided for holidays or unscheduled closures. Rates are calculated on an annual basis; therefore, **no adjustments will be made for missed days, holidays, or unscheduled closures.**
- Separate registration will be offered for Fall Break, Christmas Break, Spring Break and Summer.
- Payment for **Daily Service** is invoiced through FACTS Tuition Management and is due the first of each month. **A late charge of \$10 will be added to your fee if payment is not received as scheduled.**
- Payment for **Occasional Service** is invoiced through FACTS Tuition Management at the end of each month and due upon receipt of invoice. **A late charge of \$10 will be added to your fee if payment is not received within 10 days.**
- **Before- and After-school Care enrollment may be suspended for any student whose account becomes two months past due.**

**Contact Information:**

Program Questions—Contact the Director, mschultz@caschools.us.

Financial Questions—Contact the Business Office, mbowling@caschools.us.