

OUR LADY OF THE LAKE SCHOOL
VERONA, NJ 07044

September, 2009

Dear Parents and Guardians,

I am pleased to announce the beginning of the OLL Extended Day program for the 2009-2010 school year. The program begins on Thursday, September 9th, 2009 and will run from 2:45 until 6:00 p.m. The program will be available on 2:00 p.m. dismissal days.

Mrs. Inacio, will direct the program. The program offers a safe environment for the children that encourages socialization, play and study with peers, and will include the following:

1. Snack Time (Apple juice & water provided by the program) – **HEALTHY SNACK** provided by parents
NO PEANUTS OR FOOD CONTAINING PEANUT INGREDIENTS.
2. Supervised indoor & outdoor play
3. Study Time (children will be encouraged to do homework during this time)
4. Quiet Time (games, puzzles, crafts, etc.)

The following rates will apply:

WEEKLY 2:45-5:30 - \$65.00 (one child) / \$110.00 (two or more)

WEEKLY 2:45-6:00 - \$75.00 (one child) / \$125.00 (two or more)

DAILY FLAT FEE- \$15.00 (one child) / \$25.00 (two or more)

Children picked up by 4 p.m. - pay \$10.00 / \$15.00 (two or more)

* Please note that there will be NO hourly rates provided and NO pro-rated fees for short weeks.

Parent or authorized adult must sign each child out daily.

Billing will be done via the **BROWN ENVELOPE** on Wednesdays and should be returned in the aftercare envelope on Thursday. A **\$1.00 fee** will be assessed for lost aftercare billing envelopes.

The bills are calculated by Friday, P.M. Any late payment will appear as overdue. A late fee of \$5.00 will be added to the next weeks bill. Late payments which go beyond a 2 week period will result in temporary suspension from the program. A fee of \$20.00 will be assessed for any returned checks.

The program will end promptly at 6:00 p.m. Parents should be here by 5:55 p.m. (school time) so that the building may be vacated by 6:00 p.m.

A penalty fee of \$1.00 per minute will be charged for tardiness. Penalty period begins at 6:01. Excessive tardiness will result in termination from this program.

Children may be picked up at the Danny O'Callagan Youth Center (Door is located near Lakeside Avenue, and there is a doorbell located on the left side of this door). During the warm weather the children will be in the playground.

Children should plan on bringing a change of clothes that are comfortable for play (sneakers for gym).

PLEASE BE CERTAIN TO LABEL ALL UNIFORMS, LUNCH BOXES AND PERSONAL ITEMS IN ORDER TO AVOID CONFUSION.

Please fill out the attached form even if you plan to use this service on a part time basis. In case of an emergency, we do have a cell phone (862-485-3273). **Return the attached .**

Thank you for your cooperation.

Sincerely,

Sr. Mary Agnes Sullivan, O.P.
Principal