

BSC/ASC 2023-2024

Registration for the upcoming school year began February 1st. In addition, registration for the 2023-2024 Before School Care (BSC) and After School Care (ASC) will also begin on February 1st. Please contact Heather Block to enroll your child - heather.block@splcwa.org All enrollment forms must be current in order for your child to participate. **Failure to keep forms up to date will result in your child being terminated from BSC/ASC.**

The annual non-refundable family registration fee is \$60 and needs to be paid at time of enrollment to secure your spot. Children in 1st-8th grade will be cared for at the Lincoln location. Children in 3K, 4K and Kindergarten will be cared for at the Grant location. Also, at time of enrollment, you will need to indicate the days you plan on attending. The cost for care is \$6/hour. Families will be billed to the nearest half hour.

BSC is open from 6:30 AM-7:45 AM for children in 3K-8th grade; following the school calendar. ASC hours are 3:00 PM-5:30 PM for children in grades Kindergarten-8th grade; following the school calendar. Kindergarteners who need care when school is closed should talk to Julie Gutknecht (julie@splcwa.org) 2 weeks prior to when they want their child to be cared for.

Children in 3K can participate in ASC between 10:30 AM-5:30 PM. 3K children who need care on Wednesdays, Fridays or when school is closed should talk to Heather Block regarding their care needs 2 weeks prior to when they want their child to be cared for.

4K children can participate in BSC between 6:30 AM-11:30 AM and ASC between 3:00 PM-5:30 PM following the school calendar. 4K children who need care when school is closed should talk to Heather Block regarding their care needs 2 weeks prior to when they want their child to be cared for.

For all children space is limited, so now is the time to enroll to guarantee your child's space.

Caring for your child/ren is truly a privilege. Thank you for this opportunity.

Heather Block
(Child Care Administrator/Director)
414 544-8131
heather.block@splcwa.org

Summer Care for Children Entering 2nd-8th Grade

Due to low enrollment, space and staffing, St. Paul's will be unable to offer summer care for children entering 2nd - 8th Grade. Summer Care is available for 6 week olds-children entering 1st Grade

We apologize for any inconvenience.

No Summer Care for Grades 2-8

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Dear Grade School Families,

I hope you have found ways to enjoy the summer with family and friends. As we look to the start of another school year, we need to know those who are planning on using the program. In addition, there have been some changes in order to ensure the safety of the children, staff and families as well as the sustainability of the program.

Here are the things you need to know.

1. All children must have a weekly schedule on file indicating the days and times they will be in attendance. Schedules are due **Friday morning by 8AM** for the following week-**no schedule equals no care** (see the attached schedule form). If your schedule remains the same from week to week, you do not need to fill out a new schedule each week. Billing will be based on the care you signed up for.
2. There is a 60/family non-refundable registration fee to use before and after school care.
3. All paperwork for care must be filled out prior to the start of your child attending. **This is a state requirement.**
4. The **children must be walked in daily by the parent.**
5. Parents will sign their children in at the table for morning care.
6. Children will walk directly to the Fellowship Hall and sit at their designated table/s. Classes will sit together and there will be no co-mingling of the grades.
7. Activity sheets, puzzles, games, etc. will be supplied to each class.
8. Electronics of any kind **will not be used** during before and/or after school care.
9. St. Paul's has moved to a prepay program. Payment for before and after school care **will be due the Friday before care is received.**

I hope this information is helpful as you make decisions regarding care for your children. If you have any questions regarding before or after school care, please contact Julie Gutknecht at julie@splcwa.org.

BSC/ASC Weekly Schedule

For the week of _____.

For _____
(Child/ren's Names and Grade)

Day of Week	Time In-AM/PM	Time Out-AM/PM
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		

of hours used per week _____ x \$6.50 = _____.

Before School Care is available from 6:30-7:45 AM.

After School Care is available from 3:00-5:30 PM.

Late Pick-Up is \$3/minute per child.

Drop-In Care is \$10/hour provided space is available.