

## Before and After School Care Program Guideline

<u>Program:</u> Welcome to BridgePrep Academy of GREATER MIAMI before and/or after school care program. A variety of activities are included in our program, such as homework assistance, indoor and outdoor games, arts and crafts and all other enrichment activities. If we can be of assistance please do not hesitate to stop by the office or call us at 786-477-4372 between the hours of 2:00 P.M. and 6:00 P.M. You may also e-mail Mitzie Ortiz at ortiz@bridgeprepacademy.com

<u>Snacks:</u> Each day a snack will be provided for your child during the after school care program only. Please notify staff of any food allergies upon registration. If your child would like extra snacks from home, you can provide a nutritious snack that suits the needs of your child.

Registration: All sections of the registration form must be completed and signed. Registration Fee is \$20.00 per child. There is no partial payment for partial use of service. EMERGENCY CONTACT INFORMATION and AUTHORIZED PICK-UP are mandatory. It is extremely important that you immediately notify the before and/or after school care program director if you require any changes on your child's registration form.

<u>Program Hours:</u> Below are the hours of operation at BridgePrep Academy of Greater Miami. Please note that if child is picked up after 6:00 P.M. there will be a \$10.00 late fee charge per day until 6:30 pm. After 6:30 pm, there will be an additional charge of \$1 per minute. Before and/ or after school care program payments are made between 1:30 P.M. and 6:00 P.M. with the director.

### **Drop-In Fees**

Emergency Drop Ins			
Dismissal – 6pm	\$12.00		
1 hour after Dismissal	\$8.00		



#### Please check off all areas of interest.

Before Care
After Care
Both

Child's Name: Last:	First:	MI:	Date of Birth:
Address:	Apt. #: _	City:	Zip Code:
Home Phone:	Gender: _	-	
Parent/Guardian: Name:	N	ame:	
Relationship to Child:	Re	elationship to Child:	
Business Phone:	Вι	ısiness Phone:	
Cell Phone:	Ce	ell Phone:	
Email:	Er	nail:	
Student Lives with: Father:		Other:	
EMERGENCY CONTACTS Persons authorized to pick up my c	:hild other than parent or gua	rdians: (Your child will not be rele	ased to ANY person without your permission)
Name:	Relationship:	Phone:	
Name:			
Name:			
Medical Conditions, concerns, or A	llergies:		
I authorize the aftercare program activities, for special recognition of students in the program.	n to use photographs of my ch of achievements, school interr	ild for school or classro net and website posts ar	om display, learning nd to send to parents of the
Name of Parent:	Signatur	'e:	Date:

## BridgePrep Academy GREATER MIAMI Enrichment Program

### 2017-2018 Monthly Payment Schedule

Students who are not enrolled in the aftercare program are encouraged to participate in all enrichment programs. A nominal fee is charged in addition to the enrichment program fee, since the aftercare will be responsible for transporting your child to and from the enrichment. Parents that are picking up students from enrichment must obtain a pass from the aftercare director. Below is the fee schedule due to the after school care program for students participating in any of the enrichment programs.

### Checks and Money Orders made payable to: BridgePrep Academy. (NO CASH)

Monthly Service Period	Days in Each	Days in Each	Days in Each
	Service	Service	Service
	Period	Period	Period
2017-2018	1 day a week	2 days a week	3 days a week
September 1 – September 29	4 days	8 days	12 days
	\$20	\$40	\$60
October 3 – October 31	4 days	8 days	12 days
	\$20	\$40	\$60
November 1 – November 30	5 days	10 days	15 days
	\$25	\$50	\$75
December 1 – December 22	3 days	6 days	9 days
	\$15	\$30	\$45
January 8 – January 31	4 days	8 days	12 days
	\$20	\$40	\$60
February 1 – February 28	4 days	8 days	12 days
	\$20	\$40	\$60
March 1 – March 22	3 days	6 days	9 days
	\$15	\$30	\$45
April 2 – April 28	4 days	8 days	12 days
	\$20	\$40	\$60
May 1 – May 31	5 days	10 days	15 days
	\$25	\$50	\$75

# BridgePrep Academy Greater Miami Before and After School Care Program 2017-2018 Monthly Payment Schedule

DUE DATE	2017-2018 Monthly Service Period	Number of Days in Each Service Period	Before School Care \$5 per day	After School Care \$8 per day	Before and After School Care \$12per day
Upon registration	August 21 - September 30	28	\$140.00	\$224.00	\$336.00
9/20/17	October 2 - October 31	20	\$100.00	\$160.00	\$240.00
10/20/17	November 1 - November 30	18	\$90.00	\$144.00	\$216.00
11/17/17	December 1 - December 22	16	\$80.00	\$128.00	\$192.00
12/20/17	January 8 - January 31	16	\$80.00	\$128.00	\$192.00
01/19/18	February 1 - February 28	19	\$95.00	\$152.00	\$228.00
2/20/18	March 1 - March 31	16	\$80.00	\$128.00	\$192.00
3/16/18	April 2 - April 30	20	\$100.00	\$160.00	\$240.00
4/20/18	May 1 - June 8	27	\$135.00	\$216.00	\$324.00

DUE DATE	2017-2018 Monthly Service Period	Number of Days in Each Service Period	Only Kindergartend and 1 <sup>st</sup> Grade - \$5 per day 2:30 – 3:30 p.m. NOT on Wednesdays
Upon registration	August 21 - September 30	22	\$110.00
9/20/17	October 2 - October 31	16	\$80.00
10/20/17	November 1 - November 30	14	\$70.00
11/17/17	December 1 - December 21	13	\$65.00
12/20/17	January 8 - January 31	12	\$60.00
01/19/18	February 1 - February 28	15	\$75.00
2/20/18	March 1 - March 31	13	\$65.00
3/16/18	April 2 - April 30	16	\$80.00
4/20/18	May 1 - June 8	21	\$105.00

Registration Fee: \$20.00

Checks Made Payable to: BridgePrep Academy

All payments are due the 20th of the month prior to service.

A \$10 late fee will be assessed for payments received after the 30th of each month.

A fee of \$30.00 will be assessed for each returned check. After two returned checks, only certified funds will be accepted.

## **Tuition Agreement Form 2017-2018**

Child's Name:		Campus:	Greater N	/liami	Date:
Grade: Be					
Tuition Rate: as seen on	schedule				
Enrichment: 1 day	2 days 3 da	ys Tu	iition Rate:	as seen on sch	nedule
Please initial all the state	ments listed below and	sign to confi	rm acknowl	edgement of t	uition policies.
I understand th	at my child tuition rate	s as seen on	schedule.		
I understand th	at Registration and Aug	ust payments	are due up	on registratio	1.
					ce. Payments received after or the 10 <sup>th</sup> of each month.
I understand th	at the initial registration	n is \$20 and is	due every	year.	
					te pick up fee of \$10 for the e paid at time of sign out.
I understand tha	t a late payment fee of	\$10.00 will be	e charged fo	r payments m	ade after due date
I understand tha and pay the registration		opped in" 3 t	times during	g the school ye	ear, I must register my child
I understand tha closings due to inclemen		does not disc	ount or refu	und tuition rat	es for absences, Holidays, o
	ange of tuition or with	drawal. If I d	on't sign th	is form with c	he original registration form hanges, the monthly invoice r those payments.
I understand the				he aftercare	program, a 2-week notice is
I understand tha	t tuition and registration	n fees are no	n refundable	e.	
I understand th	at a \$30 fee will be adde	ed to my acco	ount for any	check that is	returned from the bank.
I understand tha money orders will be acc		necks I won't	be allowed	to pay with ch	lecks any more, only cash or
I understand tha with the director.	t before and after schoo	ol care progra	ım payment	s are made be	tween 2:00 pm and 6:00 pm
Parent/Guardian Signatu	re Date		Director/S	Staff Signature	Date

Note: to be returned to Smart Management