



EXTENDED DAY PROGRAM  
General Information and Registration  
2011-2012

“Extended Day” is a service provided to our Villa Maria families. It is a means to insure the safety and guidance of our girls until such time as a parent or guardian is able to pick them up from the school day or an after-school activity. Experienced and qualified moderators care for the girls during this time. Students are picked up in the cafeteria at any time from dismissal until 6:00 pm.

No student may be unsupervised, at any time, on school property. We are providing these guidelines for your consideration and cooperation. We have been very fortunate here at Villa Maria, but we cannot, for one minute, take for granted this safe environment that we enjoy. Our responsibility for the care and protection of your children is possible only to the extent that we receive your support.

***Students who remain on school premises after dismissal, and who are not participating in a scheduled extra-curricular activity, will be considered part of the extended care program. Parents will subsequently be responsible for the required fee and will be billed for the service.***

***Students may not wait for siblings in the gym, on the field, in the playground area, or anywhere on school property. If one family member is involved in an after-school activity, the other member(s) must leave the school premises by their usual mode of transportation, or remain at Extended Day. No exceptions may be made. Please do not place your child, or any teacher or staff member, in the difficult position of having to deal with any deviance from this policy.***

The program staff assumes responsibility for those children enrolled in the program. Coaching staff and after-school activity moderators are responsible solely for the members of the team or activity. If a student is waiting for a classmate to complete an after-school activity, she must wait at Extended Day. While there, the older girls may do their homework, or if staffing allows, use the computers. If a student is attending the program at the conclusion of a scheduled sports practice or after-school activity, she must report immediately to the program moderator, and the fee is to be paid accordingly. Coaches and after-school activity moderators will bring the girls to the cafeteria if they are not picked up from a practice or a game.

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Hopefully, we can all work together in maintaining this secure environment. We thank you, in advance, for your cooperation.

### Payment for the Program

A Registration Fee of \$40.00 per family must be submitted before services can begin. The accompanying registration form should be completed and submitted to the main office with the fee.

On a monthly basis, all those families who had a child or children attend the extended day program during the previous month will receive an invoice. You may forward your payment to the school office, in an envelope, with your daughter's name and "Extended Day Payment" clearly marked.

The cost of the program for 2011-2012 is provided below:

This cost is per child.

0-30 minutes \$ 5.25

31-60 minutes \$10.50

61-90 minutes \$15.75

91-150 minutes \$21.00

A late fee of \$5.00 is charged if pick-up is after 6:00 pm.

There is also a per family registration fee of \$40.00.

Program Moderators may be reached - from 3:30-6:00 pm  
at 610-644-5098.

Thank you for supporting us in our attempt to keep Villa Maria Academy  
the safe and nurturing place it has always been.

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## Extended Day Program 2011-2012

### Registration

Extended Day services are available Monday through Friday,  
from dismissal until 6:00 pm.

You may use the program on regularly scheduled days,  
or on an as-needed basis.

*There is a per family registration fee of \$40.00  
due at the time of registration.*

(Please send to the attention of "Extended Day Billing".)

Family Name \_\_\_\_\_

Student name	Grade
_____	_____
_____	_____
_____	_____

Expected days of attendance: \_\_\_\_\_

[Ck. No. \_\_\_\_\_ Date \_\_\_\_\_ ]

#### Please Note

- Extended Day services begin on Monday, September 12th.
- Pick up is in the cafeteria, at any time before 6:00 pm.
- Invoices will be sent home on a monthly basis.
  - Payment is expected at the reception of the invoice,  
unless other arrangements have been made.

We look forward to a wonderful year!