

Hello Aftercare Families,

Thank you for your interest in our St. Charles Aftercare program. Our program provides a safe and fun filled environment. Each day we will provide an afterschool snack (an allergen free snack if needed.)

Your child will enjoy the many activities offered at after care. Such as art, sports, reading, homework time, outside/inside recess, board games, free play and much, much more.

The following aftercare information will be very helpful to your family. If you have any questions or concerns, please feel free to contact me.

We are looking forward to meeting you and your family.

Many blessings to you and your family.

Mary Kate Calhoun
mcalhoun@stchbs.org
612-787-1119

ST. CHARLES AFTERCARE PROGRAM INFORMATION

Aftercare Director: Mary Kate Calhoun

Email: mcalhoun@stchbs.org

Aftercare: # 612-787-1119

- Aftercare Hours: 2:40 pm – 5:45 pm
- Monday – Friday: (closed on days school is NOT in session)
- Aftercare Phone: # 612-787-1119
- School Main Office: # 612-787-2643

****You may want to save these numbers in your contact list****

Aftercare Billing Information

Families will be billed through your schools TADS account, charges will appear the month following aftercare. (September charges are in October and so on.) You are charged **ONLY** for the days you use aftercare.

- Pick up between 2:40-3:30 \$6.00 /day
- Pick up between 3:30-5:45 \$12.00/day

Aftercare Child's Schedule

Please email **ALL** the following:

Your child's start date, days needed and any schedule changes.

**** All schedule changes needed after 2:00 pm please, call school office (612-781-2643)****

- Main School Office: stchbs@stchbs.org
- Your child's Homeroom Teacher
- Aftercare Director: mcalhoun@stchbs.org

Aftercare Pick Up Policy

A PICTURE ID IS REQUIRED for all AUTHORIZED individuals to pick up children. Your child's school emergency form will be used at aftercare. Please, be sure it is up to date. Contact our school office if you need to update form. **ONLY AUTHORIZED** individuals will be allowed to pick up your child.

We are encouraging families to drive in front of school before going to aftercare main entrance Door 6 in back of school (inside small playground.)

Outdoor recess will be on the schools front lawn and/or lower blacktop.

**** Please read OUTSIDE pick up policy below****

INDOOR Pick Up Policy

- Park in back of school by small playground –UPPER LOT
- Call aftercare from your car: 612-787-1119
- Tell us your name and who you are picking up.
- Aftercare Staff will meet you at door 6 with your child.
- If it is raining or too cold, please feel free to wait in your car. When you see us at door 6, you may walk to the door and pick up you child.
- If you have children in the pre school extended day program, their dismissal will be at the same time.

OUTSIDE Pick up Policy

On weather permitting days, aftercare will have outside recess on school front lawn and/or lower blacktop area.

****Families may pick up their child at outdoor recess****

- Park on the street (Please, do not enter parking lot, for the safety of all.)
- Aftercare children **WILL NOT** come to your car for pick up. (different from school pick up)
- Please exit your car.
- **BEFORE YOU LEAVE:** Families need to check in with an aftercare Staff.