

*Caswell County Schools
(BASC)*

*Before and After School
Program*

(Approved BOE 8/14/23)

(Application / Enrollment Packet)

*North Elementary
Oakwood Elementary
South Elementary
Stoney Creek Elementary*

Caswell County Schools

Before and After School Program

PROGRAM DESCRIPTION

The Caswell County Schools Before and After School Program provides supervised care in a safe environment for elementary school-age students at the following elementary schools: North Elementary, Oakwood Elementary, South Elementary, and Stoney Creek Elementary if numbers of students allows. A minimum of 5 (five) students for morning program and a minimum of 5 (five) students for the afternoon program.

3:00 – 3:15	Bathroom Break
3:15 – 3:30	Snack Time & Clean Up
3:30 – 4:00	Homework, Educational Games/ Activities
4:00 – 5:00	Guided Physical Activity (Outside if weather permits)
5:00 – 6:00	Homework Continued / Arts & Crafts Educational Activities

HOURS OF OPERATION

Before School Program

The Before School Program will operate one hour each morning (6:45 a.m. – 7: 45 a.m.) before the beginning of the school day.

After School Program

The After-School Program will operate from 3:00 p.m. to 6:00 p.m. In the event of special circumstances, care will be provided to students after 6:00 p.m.

Scheduled Early Release Days

When there is a scheduled early release day for students, the After-School Program will operate from the time students are released until the regular program closing time.

Teacher Workdays

At the current time the Before and After School Program does not provide care for students during teacher workdays.

HOURS OF OPERATION *(continued)*

Early Dismissals due to Weather/Circumstances

In the event school is dismissed early due to weather or unforeseen circumstances, the program will not operate. Alternate child care arrangement instructions and parent contact information for each child in the after-school program must be maintained on file with the school principal.

Delayed Openings / Inclement Weather

In the event that school opening is delayed due to weather, the Before School Program will not operate.

RATIO

If enrollment numbers allow, children in the After-School Program will be divided into groups by age / grade level. Organized groups for grades K-2 and grades 3-5 will be assigned to program assistants with a maximum class size of 15 students per group. The class size may be increased to 17 students in emergency situations.

STUDENT APPLICATION

Each student must have an application completed prior to enrolling in the Before and/or After School Program. Applications are available at the individual elementary schools.

PROGRAM COST

Program costs are calculated by a weekly rate.

Enrollment requires payment of a weekly fee which includes the cost of care as calculated by the number of days school is in session each week.

Two rates are used to calculate program costs:

- Non-Employee
- Employee of Caswell County Schools

Using the example of a five-day school week, the weekly rate calculates as follows:

Non-Employee Rate		Employee Rate (1/2 of non-employee rate)	
Morning Rate	Afternoon Rate	Morning Rate	Afternoon Rate
\$20 per week	\$40 per week	\$10 per week	\$20 per week

STUDENT DROP-INS

If space allows (in emergency situations), students who need to go to the After-School Program but are not formally enrolled in the Before and After School Program are allowed to attend the After-School Program as a drop-in participant.

The drop-in student rate is one and one-half (1.5) times the rate of the regular day's attendance. This rate calculates as \$12.00 per day per child and \$6.00 per day per children of Caswell County School employees.

Parents are allowed to use the drop-in five (5) times per month without enrolling into the Before and After School Program.

PARENT FEES

Schedule of Payments

- Parents will be charged a weekly rate per enrolled child.
- Parents with more than one child in the program must pay the full rate for each child enrolled in the program.
- This rate will be calculated by the actual days of operation of the program for each week during the school year.
- **Parents must pay each week or student will no longer be able to attend/participate in the program.**

Weekly Payment = No later than Monday of each week

Monthly Payment = No later than the 3rd of the month

Parent/Guardian Signature: _____

Date: _____