



Covington Elementary School

325 South Jackson Street
Covington, Louisiana 70433
(985) 892-4311



Melissa Eason
Principal

Misty Hebbler
Assistant Principal

Dear Parents,

Welcome to another exciting school year! Covington Elementary will be offering Before School Care and After School Care program again this school year. This program is offered to CES students only.

WE START THE 2020-2021 SCHOOL YEAR Safe Start Days ON TUESDAY, September 8th, 2020 WE WILL BEGIN BEFORE OR AFTER SCHOOL CARE ON, MONDAY September 14th, 2020.

There is a **registration form to complete and fee** for our program per family (if more than one child attends), \$10.00 for each Before or and After Care or if your child(ren) will be attending both \$15.00.

****Before School Care 7:00-7:50am Daily**

The charge for **Before School Care is \$5.00 per day** for regular attendees and \$6.00 for drop-in due before, they can attend that morning.

FEE Schedule for BSC: **PHONE #985-373-4649**

	Full-Time	Part-Time		Full- Time	Part-Time
			January 2021	19 days \$95.00	12 days \$60.00
September 2020	13 Days \$65.00	7days \$35.00	February 2021	20days \$100.00	12days \$60.00
October 2020	22days \$110.00	12 days \$60.00	March 2021	23days \$115.00	12 days \$60.00
November 2020	17days \$85.00	9 days \$45.00	April 2021	19 days \$95.00	9 days \$45.00
December 2020	16days \$80.00	9 days \$45.00	May 2021	15days \$75.00	9 days \$45.00

****BEFORE SCHOOL CARE Program-** Children participating in the BEFORE CARE program will start at 7:00am until school begins at 7:50am. Children must be **WALKED TO GYM DOOR BEHIND CAFETERIA ON VAN BUREN ST. AND SIGNED IN** by a parent and/or guardian.

****After School Care 3:36-6:00pm Daily**

The charge for **After School Care is \$9.00 a day** for regular attendees and \$10.00 for drop-ins due at pick-up that afternoon.

FEE Schedule for ASC: **PHONE #985-373-4649**

	Full-Time	Part-Time		Full- Time	Part-Time
			January 2021	19 days \$171.00	12 days \$108.00
September 2020	13days \$117.00	7days \$63.00	February 2021	20days \$180.00	12days \$108.00
October 2020	22days \$198.00	12days \$108.00	March 2021	23 days \$207.00	12 days \$108.00
November 2020	17days \$153.00	9 days \$81.00	April 2021	19days \$171.00	9 days \$81.00
December 2020	16days \$144.00	9 days \$81.00	May 2021	14 days \$126.00	9 days \$81.00

****AFTER SCHOOL CARE program-** The after-school care program will start at 3:36 when school ends until 6:00pm. If you arrive after 6:00pm, there is a late fee of \$1.00 a minute for each child till picked up. Children will be marked in and must be signed out by a parent and/ or guardian. During this time,

students will be offered assistance with homework, a snack and juice provided by the cafeteria (no extra charge). **PICK-UP IS AT THE GYM DOOR YOU WILL NOT ENTER THE SCHOOL BUILDING.**

*****AFTER SCHOOL CARE Phone number 373-4649**

You will need to make some decisions before registering for the program-

1st) Will your child(ren) be full time (5 days a week) or part-time (3 days a week)?

If you choose the part-time option, you will need to select the 3 days they will attend and this can only be changed with the director's approval. This change will need to be made at the latest the day before by letter sent with your child(ren) or email to the director.

PAYMENTS will be due on the 1st Monday of each month. If not paid in full by the 5TH YOUR CHILD(ren) will not be able to attend until paid with a \$5.00 late fee.

MY PAYMENTS PLUS ONLINE is another option for payments. Make sure to click Before Care and After Care when making payments.

PLEASE MAKE CHECKS PAYABLE TO CBSC OR CASC.

If your child is registered full time or part time, you will need to pay for the entire month even if they do not attend some days.

Be aware, if you have a past due balance from the previous school year, it is due the first week of school along with current balance.

BE AWARE THAT YOUR CHILD(REN) WILL BE IN A DIFFERENT STATIC GROUP IN BEFORE & AFTER SCHOOL CARE THAN THEY ARE IN THE CLASSROOM. HOWEVER, THEY WILL REMAIN IN THE SAME STATIC GROUP IN ASC UNTIL THE STPSB CHANGES THE COVID-19 GUIDELINES.

A \$10.00 service charge will be posted to your account for any NSF checks. Please put your child's full name on the memo line on checks and write separate checks for Before School Care and After School Care programs.

In order to ensure the safety of all children, every student is expected to follow the CES rules and regulations. All must adhere to these rules and regulations in order to continue to participate in the program. Students who consistently choose to act in an inappropriate manner at Before or After School Care will not be allowed to attend. Severe infractions may warrant immediate removal from the program.

We pledge to provide a safe and happy environment for your children before and after school each day.

Sincerely,

Anna Jenkins (Director)

(Anna.jenkins@stpsb.org)

BEFORE and AFTER SCHOOL CARE Registration Sheet

My child will attend: _____ Before care _____ After care _____ Both

My child will be: _____ Full-Time _____ Drop-in (Fee due that day.)

_____ Part-Time (Choose 3 days: __M__T__W__TH__F)

I will be paying: _____ Monthly _____ Bi-Monthly

I have read and understand all the guidelines of the BEFORE and AFTER care programs and completed the registration sheet and paid the registration fee. **Email Address _____

Parents signature _____

Registration fee paid _____

Date

Student Information-

Child's Name _____

Teacher's Name _____

Mother's Name _____

Father's Name _____

Home Phone _____ Cell Phone _____

Mother's work _____ Father's Work _____

Emergency Name and Phone _____

Names of persons who have permission to pick up your child:

Is there anyone who does NOT have permission to pick up your child? If YES, please list names and relationships to child.

Please list any allergies or other information you feel we may need to know about your child.
