



EXTENDED DAY HANDBOOK AND APPLICATION

2023-24

St. Augustine Catholic School

722 Monroe Street
Napoleon, Ohio 43545

Phone: 419-592-3641

www.staugie.net

Weather Delays and Snow Days:

The Extended Day Program will be available beginning at 9:00am on 2-hour delay days. The Extended Day Program is closed on Snow Days, Teacher Workdays, Scheduled Holidays and any other day the school is not open.

Fee Schedule:

\$3.00 per child/per hour with a minimum charge of 1/2 hour each day attended. Billed in increments of 1/2 hour.

There is no Financial Assistance for the Extended Day Program. If your family experiences a change in financial situation, please speak with the Principal. The cost includes a nutritious snack.

Payments:

- Invoices will be sent to parents on the first Friday of the following month. Payment is due by the 15th day of the following month.
- The school reserves the right to hold report cards and other academic records for students with an outstanding balance for Extended Day.
- Payment Options: Online, Check, cash or money order.

Allergy Policy:

St. Augustine Extended Day Program recognizes that an allergy is an important condition affecting many school children and welcomes all pupils with allergies to participate in the program. All Extended Day staff, who come into contact with children with allergies, are provided with training. Training is updated annually and as needed.

Asthma Medication

Immediate access to reliever inhalers is vital. Children are encouraged to carry their reliever inhaler. Parents are asked to ensure that the school is provided with a labeled spare reliever inhaler. All inhalers must be labeled with the child's name by the parent.

Allergic Reaction/Emergency

In the event of a suspected allergic reaction (where there is no known allergic history), emergency medical services will be called immediately.

Bullying and Cyberbullying

St. Augustine School attempts to provide a safe environment for all individuals. Verbal or written threats made against the physical or emotional well-being of any individual are taken very seriously. Students making such threats (**seriously or in jest or online**) will face detention, suspension, and/or expulsion.



St. Augustine School Extended Day Program Application

Name of Child(ren) _____

Address _____

Grade(s) _____ Date(s) of Birth _____

Parent/Guardian Names: _____

Cell Ph #1: _____ Cell Ph #2: _____

Email: _____

Emergency Contact Information:

Name _____ Phone _____

Name _____ Phone _____

Person(s) who may pick up your child:

Name _____ Relationship _____

Name _____ Relationship _____

Person(s) who may NOT pick up your child:

Name _____ Relationship _____

Name _____ Relationship _____

Parent/Guardian Signature

I have read the St. Augustine School Extended Day Handbook and agree to follow the policies and procedures as stated.

Family Name _____

Parent/Guardian Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

SIGNED FORM MUST BE TURNED IN BEFORE A STUDENT MAY ATTEND THE EXTENDED DAY PROGRAM.