

Latchkey Information

Dear Parents,

We are excited for a great year at Shawnee Elementary. We offer morning and afternoon Latchkey to our families. Latchkey is offered to help families who need to drop their children off before the school day begins or are unable to pick up their children directly after the school day ends due to work schedules.

The school day begins at 8:40 A.M. and ends at 3:40 PM. Students who are not picked up by 3:40 PM will be walked to Latchkey and will pay for the Latchkey service. Latchkey drop-off and pick-up will be in the back parking lot (enter the lot off of Selma Rd.). Parents will need to walk into the school to sign in or sign out their student(s).

Morning latchkey will be available beginning at 6:30 AM until school starts and afternoon latchkey will be available after school until 6:15 PM on days when school is in session. Please be aware that there is a late fee for children who are picked up past the 6:15 time. That fee is as follows:

- \$10.00 for every 15 minute block of time past 6:15

Daily Rate (per child)

Morning Latchkey \$5.00/day

Afternoon Latchkey \$10.00/day

Discounted Prepayment Rates (per child)

Morning Latchkey \$80.00/month

Afternoon Latchkey \$160.00/month

Access to all Latchkey Services \$200.00/month

If you use the Prepayment Plan, your payment **must be received by the first week of each month** in order to continue using the prepayment plan.