



REQUIRED FORM
Extended Day Registration 2026-2027
Pre-Kindergarten - Grade 8



Academy of the Sacred Heart's **HEART Enrichment Extended Day Program** is designed to provide a safe, inclusive, and caring environment for students in Pre-Kindergarten through Grade 8 before and after school. Drop-off and pick-up will take place at the East Circle Doors.

Morning Extended Day is available every day that school is in session from 7:00 a.m. until class begins and is held in the Dritsas Gym.

- **Middle School students** arriving before 7:30 a.m. will be supervised in the Extended Day Program with the drop-in fee applied.
- **Primary and Lower School students** arriving before 7:45 a.m. will be supervised in the Extended Day Program with the drop-in fee applied.
- Fees will be billed to Blackbaud Tuition Management.
- **Families with Lower and/or Primary school students, who have siblings in MSG, KH, and/or US can drop off all students at 7:30 a.m. without incurring a fee.** If drop off occurs prior to 7:30 a.m., the standard fee will apply.

Afternoon Extended Day is available every full day of school from 3:10 p.m. until 6:00 p.m. and is held in the Primary classrooms.

- Any student not picked up by 3:30 p.m. will be signed into afternoon extended day and families will be billed accordingly.
- Fees will be billed to Blackbaud Tuition Management.
- Late Pick-up Fees:
 - Pick-up between 6:01 p.m. and 6:15 p.m. will be assessed a \$50 late fee.
 - After 6:15 p.m., a \$1 fee per minute will be assessed.
- **A daily snack is provided for each child.**

Drop-In Extended Day Rates

- Morning Extended Day: \$8.50
- Afternoon Extended Day - Less than 1 hour of attendance: \$16
- Afternoon Extended Day - More than 1 hour of attendance: \$32

Authorized Pick-Up Students will only be released to individuals authorized by their parents/guardians. Any changes to the authorized pick-up individuals must be submitted in writing or via email to the Extended Day Coordinator. Photo identification is required for pick-up.

Withdrawal Policy The Head of School and/or Coordinator of HEART Enrichment and Extended Day reserves the right to withdraw any student from the Extended Day Program consistent with Academy of the Sacred Heart's conduct policies as indicated in the Learning Community Handbooks.

Special Opportunities are available for noon dismissal and some days off school. Details will be provided in advance via email and separate sign-up will be required.

- **Noon Dismissals:** \$48 for care starting at noon and ending at 3:10 p.m. Snacks will be provided. Afternoon Extended Day rates apply for pick-up after 3:10 p.m.
- **Play Days:** \$108 per day for care between 7:00 a.m. and 3:10 p.m. Afternoon Extended Day rates apply for pick-up after 3:10 p.m.

I have read and agree to the information regarding the Extended Day program as stated above.

Student Name(s): _____

Parent's Signature: _____ Date: _____

Signed in Portal