

Sibling Care for PK3- 1st grade

Effective Monday, September 25, 2017

Parents,

We pray that most of you have been able to return safely to your homes after Hurricane Irma. Taking into consideration that the school was closed the entire week of September 11th, this week has truly been a period of adjustment and getting back into the daily routine for many of us. We thank you for your patience in getting things back to normal.

For those of you who have children in PK3 through 1st grade and are in need of sibling care, we would like to announce that we will be offering sibling care for the 2017-2018 school year. This is in response to the expressed need for St. Agnes Academy to continue to offer this service. Sibling care is offered for students who have an older sibling being dismissed at either 2:30 PM or 3:00 PM. Students who have registered and paid for sibling care will be taken to the PK4 classroom where they will be supervised by two teachers, given a light snack and will view an age-appropriate movie. As is the case with all school related matters, we are asking for your cooperation so that things run smoothly and safely.

We have developed the following Sibling Care policies and procedures which we are asking that you strictly adhere to. Please know that we will not be able to make exceptions to the policies outlined below.

1. Sibling Care Form and Payment.

- **Complete and submit the sibling care form** which can be found on Plus Portals under the “School Links and Files” section. You will need to drop off the form with your payment at the school office OR you can also send it to school with your child in an envelope marked: Sibling Care. Attention: Main Office.
- **Payment**
 - Students who require sibling care for 30 minutes per school day (staying from 2:00 PM - 2:30 PM or 2:30 PM - 3:00 PM) will pay \$450/year or \$225/semester. You have the option to pay per semester or for the entire year upfront.
 - Students requiring sibling care will be dismissed with their sibling only. They will need to remain in sibling care until the older sibling is dismissed.
 - Students who require sibling care for one hour per school day (staying from 2:00 PM - 3:00 PM) will pay \$800/year or \$400/semester. You have the option to pay per semester or for the entire year upfront.
- Please note that students will not be permitted to stay without a completed form and payment on file.

2. If your child is registered for sibling care and there is to be a change in their dismissal (e.g. if your child will not be staying for sibling care that day) please be sure to remember to notify your child’s teacher – in writing - anytime dismissal changes occur.

3. Only registered students will be permitted to stay for sibling care.

- If a friend is going home with your child they must both be registered in sibling care. Otherwise, the child that is not registered for sibling care, must go home at their regular dismissal time.
- Please know that the sibling care offer is only for students waiting for a sibling.

4. For those who have a child registered for enrichment classes.

- If you have a child that is registered for an enrichment class, on the day (s) they have their class, they will be permitted to stay in sibling care until the class commences. However, you will need to submit a sibling care

form for them as well. Also, please note that since you are paying for enrichment classes, you will not be charged the sibling care fee for those days that your child has enrichment classes.

5. **Late Pick-up reminder.** Any student who is not picked up at their regular dismissal time or who does not have a sibling care form on file, will be sent to the elementary office. Parents will then need to park and enter through the basketball court and pick up their child who will be in the elementary office. A late pick up fee of U\$10 will be charged after the second late pick-up.

We hope that this is welcome news for those parents who are in need of sibling care. However, we want to reiterate the importance of your support and cooperation in order for this program to run smoothly.

If you have any questions, comments or concerns regarding the sibling care, please reach out to me directly at srivera@stakb.org.