

Dear Prospective Family,

In order to support the various needs you may have as parents, Dr. D.D. Brown Christian Academy of Hope offers Before and After Care services to our families. The Before and After School Care Program are to be a structured balance of both academic and recreational activities. Recreational activities include indoor and outdoor games, arts and crafts, free play, and music.

The before care program will begin at 6:30 am and end at 8:15 am. Students will not be admitted into the building prior to 6:30am. Students must be escorted Multi - Purpose Room by an adult and they must be signed in by that adult. Adults are considered anyone above the age of 21 years old. Drop offs are not allowed.

The After Care program will begin 15 minutes after the end of the Academic day. Students participating in the after care program will be escorted into the Multi Purpose Room by their teachers.

Students must be picked up by 6:00pm SHARP or parents will be charged a late fee of ***\$25.00 per child to be billed to their monthly account.*** Students must be signed out from the after care program by an authorized adult. Students will not be released to anyone not listed on the Authorized Pickup form that was completed upon enrollment. Identification will be required if anyone other than the parent picks up the student. Students will not be dismissed from the program without an adult escort.

Students can enroll in Before and After Care for ***\$50.00 per month regardless of the number of times this service is utilized.*** Students requiring occasional before/after care services may pay the “drop-in” fee of ***\$3.00*** for before care and ***\$6.00*** for after care. These fees are applied whenever before and after care services are utilized. ***Students who are not enrolled in the after care program, will be considered “drop-in” and assed the fee if they are not retrieved by 3:15pm.***

Although tuition is not tax deductible (for grades K-8th), your expenses for before/after care may be tax deductible as dependent care expenses. Thus your payment for before/after care must be made separate from your tuition payment and you will receive a statement of these expenses at the end of the calendar year to provide to your tax advisor.

Sincerely,

Academy Dean