

BEFORE CARE/ AFTERCARE INFORMATION

The following programs are offered at ACES:

Before Care 7:30 am – 8:20 am
Aftercare – K-5th Grade: 3:00 pm – 6:00 pm (Snack Included)
Aftercare – Middle School: 3:30 pm – 6:00 pm (Snack Included)

BEFORE CARE

Students who will be attending the Before Care program are to be dropped off at the front door of the school and proceed to the front lobby. No Before School Care program students will be permitted to enter the building prior to 7:30 am.

AFTERCARE

1. Beginning at 3:30 pm students may be picked up from the Aftercare program.
2. Students must be signed out on the dismissal sheet at the front desk by the parent or authorized person.
3. All parents or authorized persons picking up a student should carry a photo ID at all times.
4. Students will not be dismissed to an unauthorized person. An authorized person's name must be listed on the student's emergency contact card.
5. Students will not be dismissed to a minor, including brothers and sisters under the age of 18.
6. Students will not be dismissed to your vehicle.
7. All students must be picked up by 6:00 pm – no later.

LATE PAYMENT

There is a late fee for students that are not picked up on time. The late pick-up fee is \$10 for every 15 minutes past the closing time of 6:00 pm. Payment is due on date of incident. Please be advised that our After Care program is a service provided for our parents who need their children to remain in school until 6:00 pm. Therefore, if you anticipate any conflict with our schedule, you should consider other means of care for your child. Individual Aftercare days must be prepaid by the deadline for the following month. See rate schedule for exact dates. **ACES does not offer hourly rates.**

PAYMENT PROCEDURE

Before/After Care is paid on a monthly basis. Payments are due on the last Tuesday of the week before the new month begins. If payments are not paid by the week before the new month begins, a late fee of \$5.00 per day will apply. **Absenteeism does not change fees.**

CHECK:

- Please write your child's name and "Aftercare-name of month" on the memo line of the check.
- Make checks payable to **City of Aventura**. All checks must include your full address and telephone number.
- You may write one check if you have more than one child in the program.

NSF CHECKS:

- If a check is returned for Non-Sufficient Funds, we should receive payment within 2 days. Payment must be made in cash or by money order for the amount on the NSF check plus an additional \$30.00 (bank charge).
- If we receive more than one NSF check, you will be required to pay all future payment in cash or by money order.

WITHDRAWALS:

If your child has been enrolled in the program and you wish to withdraw him/her, please notify the office. Notice must be given a week prior to withdrawal in order to receive a prorated refund.

AVENTURA CITY OF EXCELLENCE SCHOOL

BEFORE CARE/ AFTERCARE FEES 2011-12

BEFORE CARE: Starts 7:30 am Ends 8:20 am			
SERVICE MONTH	# OF DAYS OF SERVICE	5 DAY PROGRAM ONLY (\$4.50 PER DAY)	PAYMENT DUE DATE
August	8	\$36.00 (Does not includes registration. See below.)	Monday, August 22
September	20	\$90.00	Tuesday, August 30
October	20	\$90.00	Tuesday, September 27
November	19	\$85.50	Tuesday, October 25
December	12	\$54.00	Tuesday, November 29
January	19	\$85.50	Tuesday, December 13
February	19	\$85.50	Tuesday, January 31
March	16	\$72.00	Tuesday, February 28
April	20	\$90.00	Tuesday, March 27
May	22	\$99.00	Tuesday, April 24
June	5	\$22.50	Tuesday, May 29

Registration Details:

1. \$25 per student, per school year.
2. Fee must accompany first month's payment.
3. One fee pays for enrollment in both programs.

AFTERCARE: Starts 2:50 pm First Pickup 3:30 pm Last Pickup 6:00 pm			
SERVICE MONTH	3 DAY PROGRAM (\$13.50 PER DAY)	5 DAY PROGRAM (\$11.50 PER DAY)	PAYMENT DUE DATE
August	\$81.00 (Does not includes registration. See above.)	\$92.00 (Does not includes registration. See above.)	Monday, August 23
September	\$162.00	\$230.00	Tuesday, August 31
October	\$162.00	\$230.00	Tuesday, September 28
November	\$202.50	\$218.50	Tuesday, October 26
December	\$81.00	\$138.00	Tuesday, November 30
January	\$162.00	\$218.50	Tuesday, December 14
February	\$202.50	\$218.50	Tuesday, January 25
March	\$121.50	\$184.00	Tuesday, February 22
April	\$162.00	\$230.00	Tuesday, March 29
May	\$202.50	\$253.00	Tuesday, April 26
June	\$40.50	\$57.50	Tuesday, May 31

AVENTURA CITY OF EXCELLENCE SCHOOL

BEFORE CARE / AFTERCARE PROGRAM REGISTRATION FORM

Registration Fee: \$25. Note: This covers registration for all programs for the entire year.

Date of Enrollment: _____

Type of Program: Before Care: _____ Aftercare (5-Day) _____ Aftercare (3-Day) _____

Child's Name: _____
(First Name) *(Last Name)*

Gender: _____ Grade attending in 2011-12: _____ Teacher's Name: _____

Mother's/Guardian's Name: _____
(First Name) *(Last Name)*

Home Phone: _____ Work Phone: _____

Cell Phone: _____ E-mail Address: _____

Father's/Guardian's Name: _____
(First Name) *(Last Name)*

Home Phone: _____ Work Phone: _____

Cell Phone: _____ E-mail Address: _____

Home Address: _____ Apt No. _____

City: _____ State: _____ Zip Code: _____

List any allergies, special needs, or fears which should be made known:

I, _____ have read and understand the payment schedule and procedures for the
Name of Parent enrolling child
Aventura City of Excellence School Before Care / Aftercare Program.

Signature of Parent enrolling child

Date