



The  
**Academy**  
OF COASTAL CAROLINA<sup>SM</sup>

## After School Program 2016-2017

### For Kindergarten – High School

- Homework time
- Reading Time
- Snack Time
- Recreation Time
- Supervision

### Monday – Friday

2:35 – 5:30 pm

**Cost: \$10.00 per day**

**First Day: August 31**

*Pay by the Month*

One on one, subject specific tutoring is available during this time for an additional fee.

Return the form below to the school office to register for After School Homework Club.  
*See page 2 for Policies, Procedures and Payment Schedule.*

Childs Name \_\_\_\_\_

Grade \_\_\_\_\_ Age \_\_\_\_\_

Parent Name \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Emergency Contact \_\_\_\_\_ Phone \_\_\_\_\_

Please list all allergies \_\_\_\_\_

\_\_\_\_ Yes, please contact me about Tutoring Services.

# The Academy of Coastal Carolina After School Homework Club

## Policies and Procedures

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**Days & Times:** Monday - Thursday 2:35 – 5:30 pm

**Pick Up:** Students must be picked up no later than 5:30 pm. Parents must come in and sign students out each day.

**Late Fee:** There will be a \$5.00 late fee due immediately if a child is picked up after 5:30 pm

**Cost:** \$10.00 per day, per child. NO multi-child discounts.

**Payment is due 5 days after each billing date. Payment will be considered on the 6th day after the billing date and students will not be allowed to attend the After School Program until payment for the month is made in full. There will be a \$5.00 late fee due on all payments received after the invoice due date. All payments must be in an envelope with child's name and date.**

**Checks should be made payable to ACC - After School, child's name on the memo line.**

The After School Program will follow the school calendar. If there is a holiday or early release, there will be no After School Program that day unless otherwise announced.

Students will be required to follow the same rules of conduct as outlined in The Academy of Coastal Carolina Student Handbook.

Students failing to do so, will be subject to suspension or expulsion from the After School Program.

Students will be given a light snack and drink immediately after school. Students will then have a homework time during which they will receive assistance if needed. After homework time, there will be supervised recreation period.

**Withdrawal:** Students may withdraw from the After School Program. Parents should provide a written letter of withdrawal no less than two weeks prior to the withdrawal date.

Individual one-on-one subject specific tutoring is available during this time for an additional \$35.00 per hour. Please contact the school office to make these arrangements.