



St. John School

Extended Day Care Program

2026-2027

Program Description

An extended day care program is provided for St. John students on school days. The program is available immediately after dismissal until 5:30 PM. Students who participate in the program are provided with a snack, free play time (indoors/outdoors), supervised homework, and leisure activities.

Though more loosely structured, EDC is an extension of the school day; therefore, all St. John rules apply. EDC staff will instruct students on the rules and procedures of the program. The staff will seek administrative assistance if a student's behavior does not improve after warning and correction.

By enrolling your child in the EDC Program, you and your child agree to abide by the program's procedures and to cooperate with the program's staff.

****There is no EDC care provided on early dismissal days. Please refer to the school calendar. Reminders will be provided near these dates.**

Registration

\$45 per student

This is a one-time fee that must be submitted with the registration forms. Students are not completely registered until the forms and registration fees have been submitted. This also applies to those using the service on a drop-in basis.

****Registration fees must be paid by check. Please submit registration forms and fees to school to the attention of Susie Murray.**

If you have any questions about EDC, please contact Susie Murray
smurray@stjohnschool.education.

Monthly Fees

Payments may be made as a one-time annual payment by check or as a monthly payment through your FACTS account.

Monthly payments will be added to your August – May tuition drafts. All May monthly payments are processed on May 1st, regardless of your selected tuition draft date.

Monthly payments will not be prorated or refunded regardless of enrollment/drop date.

Continued participation in the EDC Program is contingent upon timely payment of all fees.

Fees

Tier I (3:00 – 4:30 PM)

\$125 per month (1st child)
\$95 per month (2nd child)
\$75 per month (3rd child)

Tier II (3:00 – 5:30 PM)

\$150 per month (1st child)
\$115 per month (2nd child)
\$95 per month (3rd child)

Drop – In \$25 per day/per child

****All monthly fees (except for drop-ins) are assessed a month ahead.***

Late Pick-ups

Students not picked up by their designated end time (4:30 for Tier I and 5:30 PM for Tier II) will be charged \$1 per child for every minute the child remains. After five (5) late pick-ups, each child will be charged \$2 per minute.

***In rare cases, EDC may change location. Parents will be notified in advance of any location/pick-up changes.**

General Rules and Procedures

- Each grade will have a designated area for homework time and play. Students must remain in his/her designated.
- Students are to have all items needed to complete homework (paper, pencils, rulers, etc.)
- Students will not be allowed to return to their regular classrooms for forgotten items.
- All students in grades 1-8 will have homework time each day. Students should always have a book or other quiet activity to do in case they do not have homework on a given day.
- Students are not allowed to have electronic devices or handheld games at EDC.
- Carpool is completed at 3:15 pm. Students may be picked up from EDC beginning at 3:15 pm. A parent must sign out his/her children before the student is released. Parents must wait by the sign out station.
- All students must be signed out at the sign out station at the door of the cafeteria. Students will be called to the station upon sign out. No students will be released directly from the playground.

**** On days when the weather does not permit outdoor play, students will remain indoors for play.**

PK-K Schedule

2:55 – 3:05	Check-in/Prayer
3:05 – 4:00	Outside Play
4:00 – 4:30	Snack
4:30 – 5:30	Indoor Play

1st – 8th Schedule

2:55 – 3:05	Check-in/Prayer
3:05 – 4:00	Homework/Indoor Enrichment
4:00 – 4:30	Snack
4:30 – 5:15	Outside Play
5:15 – 5:30	Indoor Play

**St. John School
Extended Day Care Program
Registration Form
2026-2027**

Check one: Tier I _____ Tier II _____ Drop-In _____

Name of Child/Children

Grade Level/Homeroom

Address: _____

City: _____ Zip Code: _____

Home Phone: _____

Mother's Name/Work Phone/Cell Phone: _____

Father's Name/Work Phone/Cell Phone: _____

Emergency Contact -In the event that the numbers listed above are not answered, please contact the following person(s). I authorize them to pick up my child from the St. John School's Extended Day Care Program.

Name/Relationship/Phone Number: _____

Name/Relationship/Phone Number: _____

I grant permission for the above named minor(s) to receive medical treatment for all injuries and illnesses sustained or experienced during participation in the St. John EDC Program, including, by not limited to, emergency first aid, emergency transport to a medical facility, and emergency treatment by medical personnel on site, or at medical facility.

Please list any allergies your child has: _____

The following person(s) MAY NOT pick up my child or receive any information regarding my child/children.

By signing this form, I hereby acknowledge and agree to adhere to the rules for St. John School's Extended Day Program.

Parent/Guardian Signature

Date