**Before and After School Programs Parent Payment Schedule Traditional Calendar**

**Payment Due Date** **Late After** **20-Day Period Covered**

August 27, 2018 August 31, 2018 August 27-September 25, 2018

September 26, 2018 October 2, 2018 September 26-October 23, 2018

October 24, 2018 October 30, 2018 October 24-November 27, 2018

November 28, 2018 December 4, 2018 November 28 –January 4, 2019

January 7, 2019 January 11, 2019 January 7-February 5, 2019

February 6, 2019 February 12, 2019 February 6-March 7, 2019

March 11, 2019 March 15, 2019 March 8-April 5, 2019

April 8, 2019 April 12, 2019 April 8-May 13, 2019

May 13, 2019 May 17, 2019 May 14-June 11, 2019

Payments are due on the preceding due dates for a total of nine equal payments. Each payment covers 20 school days. You do not pay for teacher workdays, track out days, or holidays when children are not in school. School is in session for a total of 180 days. The full monthly fee is due regardless of the number of days the child is absent from the program for illness, family trips, etc.

**Late Payments:** If payment is not made by the late date on the payment schedule, a reminder notice will be sent, and a $10 “late payment” fee will be charged. If payment is not made five days after the “late after” date, the student shall be withdrawn from the program. Any past due fees are still required to be paid.

**Non-Sufficient Fund Checks (NSF):** Non-sufficient fund checks are held until a money order is received by the program to cover the amount of the check. **Cash cannot be accepted.** Parents will pay a $10.00 charge for the NSF check. Parents will be notified immediately upon receipt of the NSF notice and shall have ten school days in which to pay the charge in full. If the charge is not paid in full by the end of the ten days, the child will be withdrawn from the program. **Once a NSF check is returned to the program, parents are required to make all future payments by money order, certified check or on-line credit card.**

**Late Pick-Up Fee:** $5.00 per 15 minutes after 6:00 p.m., $10.00 per 15 minutes after 6:30 p.m. Excessive instances of late pick-up may result in termination of program participation by the principal.