

**Saint Elizabeth Ann Seton Catholic School**  
1807 Pueblo Vista Drive  
Las Vegas, Nevada 89128-2701  
Telephone (702) 804-8328 Fax (702) 228-8906  
**EXTENDED CARE PROGRAM FOR 2021-2022**

Dear Parents,

Once plans for the new school year are released for the Extended Care program, registration for the 2021-2022 school year will be available when the office re-opens on **August 2<sup>nd</sup>, 2021**. Some information about the program includes:

**All children utilizing the program must be registered in advance.**

1. The **registration fee must be paid at the time of registration** and can be paid using your FACTS account.
2. Invoices will be emailed on a monthly basis and payment must be received 10 days from invoice date. A late fee of \$25 per child will be accessed per month if payment is not received within 10 days of invoice date. Fees can be paid using your FACTS account.
3. Drop-in fees will be billed as used.
4. We ask that you respect our **closing time of 5:30 pm** and if running late please call **702-804-8392**. **A late pick up fee will be charged at a rate of \$1.00 per minute per child.**
5. We expect you to be prompt in picking up your children since our staff must plan their life activities around their work schedule.
6. There will be late fees and habitually tardy parents may be asked to make other after school arrangements.
7. Students remaining on campus after dismissal time will also be placed in the Extended Care Program.
8. All students participating in after school activities who are not picked up immediately following the conclusion of the activity, will also be placed in the Extended Care Program and you will receive an invoice.
9. **The Extended Care Program will be provided on minimum days except those scheduled prior to extended holiday breaks or cancelled by administration. You must provide a lunch for your child on those days!** Be sure to **check the school calendar** for scheduled minimum days.

Extended care will also be provided during scheduled parent conferences for **all registered users.**

The pages contained in the extended care handbook explain the philosophy and goals, admissions, daily release, discipline policies and the fee schedule. Please be sure to read through everything carefully and sign the statement provided. With your cooperation and courtesy, the staff will be able to continue this much needed service.