



Children's Ministries
First Baptist Church of Mebane
301 S. Third St., Mebane, NC 27302
(919) 563-3444

Dear Parents:

Thank you for your interest in our After School program. We offer after school care for children from EM Yoder, South Mebane, and Garrett Elementary Schools as well as Woodlawn & Hawfields Middle Schools. The following is a brief overview of our program for the 2011-12 school year:

- ♥ There is a \$50 **non-refundable** registration fee. This fee needs to be paid as soon as possible to guarantee a spot in our program. Children currently enrolled have first option to available spots in our program. Once capacity is reached, your child may be placed on a waiting list.
- ♥ Our hours of operation are 2:30 pm until 6 pm on regular school days. On Teacher Workdays we are open from 7 am until 6 pm. Our afterschool program closes at 6 pm. If you are late picking up your child, your child's account will be charged a \$1 per minute late fee. After you are late three times picking up your child, the late fee will be \$5 per minute. We reserve the right to dismiss a child from our program for late pick up.
- ♥ Tuition for **full time** weekly after school care (w/paid registration fee) is \$208 per month (\$45 per week) and needs to be prepaid on the 1st of each month starting September 1st. This **does not** include extra tuition due for day care on teacher work days, school holidays, Christmas or spring breaks or field trip fees. If tuition is not received by the 5th of the month, a \$15 late fee will be charged to your account. If tuition is not received by the 10th of the month your child will be dismissed from the program until your account is current. Payments may be dropped in the payment box by the phone outside the Children's Ministries office or mailed to the address above. ***A receipt is required for all cash payments.*** If you have questions regarding finances or need to make payment arrangements, please contact our Financial Director, Angie Allmond, at 563-3444.
- ♥ If your child is enrolled in our afterschool program full time, tuition credits **will not** be issued for absences due to vacations or sickness. Full tuition must be paid for children enrolled in our program regardless of your child's attendance each month or for days the program is closed for holidays or bad weather days. This includes Christmas & Spring Break weeks.
- ♥ Tuition for **part-time daily** after school care (w/paid registration fee) is \$12/day. This **does not** include extra tuition due for day care on teacher work days, school holidays, Christmas or spring breaks or field trip fees. You cannot switch back and forth between daily and weekly care. If you choose to pay by the day, tuition is due by Friday each week. If tuition is not received by the following Tuesday, a \$5 late fee will be charged to your child's account. If the account becomes two weeks past due, your child will be dismissed from the program until the account is current.
- ♥ An **additional** \$10/day is charged if your child attends on a teacher work day, school holiday, Christmas or spring breaks. Occasionally, we will schedule a field trip on these days. You will be notified in advance of the trip and the cost.

- ♥ If your check is returned by your bank, a \$25 returned check fee will be charged to your account. After 1 returned check, all fees must be paid by money order, certified bank check or cash.
- ♥ We serve an afternoon snack and provide an opportunity for children in 1st – 8th grades to do homework. Most of the homework that Kinders have involves activities that must be done with parents or at home; therefore, we will not be helping these children with homework. It is your child's responsibility to get started on homework and your responsibility as a parent to provide the needed supplies, i.e. pencils, paper, glue sticks, crayons, markers, etc., to get the work done. It is also your responsibility to check and make sure homework is completed and correct. If you notice that your child is not getting homework done while at afterschool, please let us know as soon as possible. We provide time, place and assistance.
- ♥ On teacher work days, school holidays, Christmas or Spring breaks your child will need a bag lunch with drink as well as a sleeping bag or blanket for rest time. A morning & afternoon snack will be served when our program is open for all day care.
- ♥ **Early school dismissals:** In the event that the school has an early release day we will pick up the children at the dismissal time. If the dismissal is due to inclement weather, we will pick up the children at the time of dismissal and you have up to two hours from time of dismissal to pick up your child.
- ♥ **Inclement weather closings:** In the event the ABSS closes due to inclement weather, information for our program closings/delayed openings will be listed on Fox 8 News, WFMY 2 News, and the Children's Ministries telephone as well as our Facebook page. (FirstBaptist ChildrensMinistries) If the ABSS is closed for more than one day, we will make every effort to be open even if it is on a delayed basis.
- ♥ Children should wear weather appropriate clothing. Weather permitting we are outside. We have blue rubber mulch on our playground and the color can get on shoes and clothing. It will wash out; however, you may send in old shoes for your child to change into. Please do not allow your child to wear shoes with wheels in them. The wheels are causing damage to the floors and children are getting hurt when the wheels catch on anything.
- ♥ Please sign your child out. This is for safety purposes. If someone other than the regular pick-up person is coming for your child, please let us know by note or by calling 919-563-3444. We check I.D.s.
- ♥ If it becomes necessary for you to withdraw your child from FBC After School, a written notice should be given to the Director no later than two weeks prior to the withdrawal date. Withdrawals from after school without prior notice to the Director will obligate you to pay for those two weeks after your child has been withdrawn.
- ♥ Tuition cost listed is for the 2011-2012 school year. Tuition may or may not increase for the 2012-2013 school year.

If you need additional information, please call us. Thank you again for your interest in our program.