



# Extended School Day

Extended school day is available for K4 through 6<sup>th</sup> grade students from 3:20 PM to 5:30 PM. If more than one child in a family is to attend extended school day, please fill out separate forms for each child.

Fees are \$120 per month or \$12 per day of attendance. A surcharge of \$10 per child will be made if a child is not picked up by 5:30 PM and is increased to \$15 if a child is not picked up by 6:00 PM. You must choose one of the two fee options at the time of enrollment. Fees are billed to your FACTS account and will appear on your billing statement each month. Please notify the office one month in advance if you wish to change your fee option.

School Year: \_\_\_\_\_ - \_\_\_\_\_       \$120 per month       \$12 per attendance

\_\_\_\_\_ ( \_\_\_\_\_ ) \_\_\_\_\_  
Student's Name Home Phone Grade

\_\_\_\_\_ \_\_\_\_\_  
Father's Name Mother's Name

( \_\_\_\_\_ ) \_\_\_\_\_ *Please list an emergency phone number that we may call to advise you of school closing due to extreme weather, or any other emergency that might arise where you need to be contacted. Listing a phone number with a voice mail attached is recommended.*

**Emergency Phone**

**OFFICE USE ONLY**

Start Date: \_\_\_\_\_

## IMPORTANT! Please cut off bottom portion and keep for your records!

Dear Parents of our Extended School Day (ESD) Students,

Because the academy office closes at 4:00 PM, we wanted to make available to you an academy phone line extension specifically to use after hours to reach our Extended School Day supervisor, in the event of an emergency or important message in which you would need to reach the teacher.

Parents should call the academy office at (970) 223-2173, and then when prompted, should dial extension 752. Please only call this extension in cases where you were unable to reach the office during regular academy hours, or if an important change comes up after the office is closed. Please note that calls will go to voicemail, but the teacher will be able to access the message in a timely manner.

Most importantly, please make sure that you update your contact information as needed throughout the year. This ensures that you will be able to be reached in case of emergency.

Thank you!