



Springfield SDA Junior Academy

Educating for Eternity, Today.

797 State Street
Springfield, MA. 01109

Paulette Pottinger
Principal

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Dear Parents/Guardian:

It is our pleasure to welcome you to the **Before and After-care Program (BAP)** at the Springfield S.D.A Junior Academy.

During the 2019-2020 school year, the Springfield S.D.A. Junior Academy will offer BAP for children in grades prek-8 on a full-time basis. The program includes homework assistance, outside/inside play, and games that encourage cooperative interaction. In addition to offering working families peace of mind, before and after school programs have been shown to contribute to student achievement, attendance and in-class engagement.

The hours of operation are:

Before care → 7:00–8:30 A.M. and **Aftercare** → 3:30–5:00 P.M., Monday through Thursday and 1:30-3:00 P.M on Fridays. Pickups made after that time will incur **late pick up fees. Late pick up fees will be charged at the rate of:**

\$15 per 15 minutes 5:01-5:15pm

3:01-3:15pm (Fridays)

\$30 from 5:15-5:30pm

3:15-3:30pm (Fridays)

Before and After-care Program cost: \$150 per month

A student will be dismissed from the program for non-payment of (Before and aftercare) and fees.

Children that are not registered for the BAP must be picked up by dismissal time (3:30). However parents may choose to do emergency drop-ins. The cost of this will be \$10 per hour. If you wish for your child to attend the program on a day when he/she normally does not attend, you must call the office to inform us of this.

If your child/children are signed up for the BAP, they are expected to attend regularly. Parents must present a note to the child's teacher if other arrangements need to be made for a particular reason, at dismissal.

On days when we have 12:00 noon early dismissal, there will be no after-school program. Also if school is dismissed early due to the weather, **there will be no after school program**. All children must be picked up at the designated time when parents are called.

If you are interested in enrolling your child/children in the BAP program, please stop by the office for an application form, fill it out and return it to the principal with your first month's payment. If a child is not signed up for the program, that child will not be allowed to enter the before and aftercare room. Please plan accordingly because every child at the school is considered a minor and must always be in the care of an adult.

The program supervisor and staff look forward to making your child's before and after school experience enriching and rewarding.

Sincerely,

Paulette Pottinger
Paulette Pottinger
Principal