

Fee Information 2017 - 2018

All fees are due and payable on or before the 1st day of each month. A late charge of \$5.00 per day will be added after the 5th of each month. If the account is not paid by the 10th of the month, the child(ren) will not be able to attend the program. They may return to the program when the account is brought up-to-date. There is a \$35.00 fee charged for any check that is returned by the bank for insufficient funds. This fee is in addition to the late fees. **Please write your child's name on all checks and money orders.**

Primary (3 & 4 year olds)

Morning-care \$30.00 (per month)
(Morning care hours Monday-Friday 7:00 a.m.- 8:00a.m.)

Supplies \$115.00 (due within one week of receiving packet--- no payment plan available)

Extended-care Details in Extended Day Contract

Paid Lunch/Breakfast \$3.50/ \$1.00 (per day---*subject to change*)

Reduced Lunch/Breakfast \$.40/ \$.25 (per day)

Elementary (Kindegarten-5th grade)

Morning care \$30.00
(Morning care hours Monday-Friday 7:00 a.m.- 8:00 a.m.)

Supplies \$135.00 (due within one week of receiving packet--- no payment plan available)

After-care \$50.00 (per week)

AMCS after-care Program (amount determined if the child(ren) qualifies)

Paid Lunch/ Breakfast \$3.50/ \$1.00 (per day---*subject to change*)

Reduced Lunch/ Breakfast \$.40/ \$.25 (per day)

Late pick up \$1.00 (per minute)

LATE PICK-UP

Primary late pick up time starts at 3:30 PM /2:15 PM (Friday only) \$1.00 per minute
Elementary late pick up time starts at 3:45 PM/2:15 PM (Friday only) \$1.00 per minute
Late pick up from After-care Program (after 6:00 p.m.) \$1.00 per minute

THREE STIKE RULE:

Parents and other authorized contact persons on the emergency form on file will be reached to pick up the child after dismissal time.

On the the 3rd time a child is not picked up on time, the child will be reported to Child Protective Services for child abandonment and referred to law enforcement to be picked up.

I have read and understood the above policies and procedures. I agree to follow these policies and procedures for as long as my child is enrolled as a student at Alief Montessori Community School.

Parent's signature: _____ Date: _____

Child's Name: _____

DISMISSAL

<u>Pre-K 3&4 year olds</u>	Monday-Friday	11:30 a.m.
<u>Extended-care & Kindergarteners</u>	Monday-Thursday	3:15 p.m.
<u>Elementary</u>	Monday-Thursday	3:30 p.m.
<u>Primary & Elementary</u>	Fridays ONLY	2:00 p.m.

DRESS CODE

<u>Tops</u>	<u>Bottoms</u>
<u>Color:</u> Navy Blue, Red, White	<u>Color:</u> Navy Blue or Khaki
<u>Style:</u> <ul style="list-style-type: none"> • Collared shirts • Polo shirts • Button- down • No Logos, Designs or Prints 	<u>Style:</u> <ul style="list-style-type: none"> • Pants must be of proper size and fitted at the waist • Skirts, shorts, and jumpers
<u>Shoes:</u> <ul style="list-style-type: none"> • Sneakers or rubber-soled shoes (<u>without characters or lights</u>) are recommended. • Not allowed-Clogs, sandals, cowboy boots or other unsafe footwear. 	

ABSENCES

Regular attendance is required of every student. Students who are absent must present a written excuse from the parent or guardian on the day the student returns. Please notify the school if your child will be absent at 281-530-9406. If the student is absent more than 3 days, the student MUST present a doctor’s excuse.

EARLY PICK-UP

Leaving school early should be limited to medical appointments or family emergencies. State law requires students to attend the entire school day.

- Notify office 24 hours in advance
- Sign student out in the office before retrieving him/her from class
- You must pick-up student(s) at least 60 minutes before dismissal: (Primary- 2:15 Elementary- 2:30)
- **STUDENTS ARE ALLOWED ONLY 3 EARLY PICK-UP DAYS PER YEAR**

I have read and understood the above policies and procedures. I agree to follow these policies and procedures for as long as my child is enrolled as a student at Alief Montessori Community School.

Parent’s signature: _____ Date: _____

Child’s Name: _____