

Dear Parent/Guardian,

We are pleased to announce that Sacred Heart School has taken over the daily operations of the Before/After School Programs. My name is Mr. Robert Blue, and I am filled with excitement to be your new Before/After School Director. I have had the experience of working with school age scholars for the past seven years. Over this summer, we are already training and planning for a fantastic school year.

All information regarding rates and registration are included on the enclosed form. However, there are a few reminders:

- The program will be education and Faith based. The program operates Monday – Friday 2:30 PM to 6:00 PM.
- Guardians that arrive late will be charged \$3.00/ minute/scholar
- Guardians are required to park their cars in a designated parking area
- On half days, the program will operate from 11:30 AM – 6:00 PM. Please provide a lunch for your scholar.
- During Christmas, February, and April breaks, the program will run from 8:00AM to 6:00PM. Snack will be provided. Scholars are expected to bring their own breakfast and lunch. (Peanut Free Zone)
- Cell phones and electronic devices will not be allowed during after school hours.
- The safety and security of all scholars and staff is very important to maintain. Children with chronic illness, such as asthma and/or allergies, need to turn in all medications and documentation to the nurse at Sacred Heart School. Medications and healthcare forms for scholars who have not been handed in, will not be able to attend the Before/After School Program.

The Sacred Heart community has been a great starting point for many scholars to achieve success and be productive members of society. I am excited to be a part of this great community and I look forward to working with you and your scholars for this upcoming, amazing school year.

Best,

Robert Blue
Before/After School Director

cc. M. Haldiman
K. Cody