



## Program Rates, Fees and Payments

<b>PK Hrs</b> 7:00-8:15am / 2:30-6:00pm	<b>Gr 1-8 Hrs</b> 7:00-8:00am / 2:45-6:00pm
<b>Registration Fee</b>	40.00/family
<b>AM Rate</b>	10.00/child
<b>PM Rate</b>	10.00/ hr /child PK charged for ½ hr after 5:30 due to their start time.
<b>PM Rate Family Discount 2+</b> All must be in attendance	8.00/ hr /child
<b>Late Pick Up</b> after 6:00 pm	10.00/child /every 5 minutes
<b>Late Payment Fee</b>	25.00 two weeks after bill date
<b>Returned Check Fee</b>	Late payment fee + Bank fee
<p><b>Payment Policies –</b> Attendance and charges are recorded on sign out sheet. Total balance emailed at end of month (4wk cycles except Dec &amp; Mar at 5 wks - May/June will be combined). Payment due upon receipt. Late fee applied after 2 weeks. More than two weeks past due, service temporarily paused until paid in full.</p>	
<p><b>Forms of Payment –</b> Payable to CARES Program by Check, Money Order, Zeffy online: Registration - <a href="https://www.zeffy.com/en-US/ticketing/skd-cares-program-registration">https://www.zeffy.com/en-US/ticketing/skd-cares-program-registration</a> Monthly Payment - <a href="https://www.zeffy.com/en-US/ticketing/cares-program-monthly-payment">https://www.zeffy.com/en-US/ticketing/cares-program-monthly-payment</a> Please no cash</p>	
<p><b>Where to pay –</b> AM drop off / PM pick up / School office / Sent in with your child in an envelope marked CARES (notify teacher).</p>	
<p><b>Expense Summary</b> with tax ID - Available upon request</p>	

## St. Katharine Drexel School - CARES Program

### Information and Calendar (2026-27)

Contact Information: [CARES@skdschool.org](mailto:CARES@skdschool.org) , [www.skdschool.org](http://www.skdschool.org) (Parent Resources-Daily School Info)

SKD: 1053 Holland, PA 18966 School Phone: 215-357 4720

#### COMMUNICATION and ATTENDANCE

**GENERAL COMMUNICATION** – email with as much notice as appropriate for the subject.

**ATTENDANCE** - Teachers dismiss students to CARES each day. Attendance sheets are updated weekly and emailed to teachers Monday mornings approx. 7:30, any additions or changes to your schedule after this time, please be sure to email CARES **and** copy teachers.

**If time sensitive – same day need to add or change your PM schedule**, email CARES ASAP or by 1:45 PM to ensure the information is received and acknowledged, please copy teachers and the office, [mrsyoung@skdschool.org](mailto:mrsyoung@skdschool.org), [mrsguarino@skdschool.org](mailto:mrsguarino@skdschool.org),

**If registered to attend on the same days each week** - your child will be entered on the attendance sheet for those days each week. **If registered to attend on varying days each week** - email your days prior to Monday of each week. **If registered to attend on occasion** - email your days with as much advance notice as possible. Follow above procedures for all changes or additions.

#### GENERAL INFORMATION

**CARES (Children Are Receiving Extended Services)** follows the policies, procedures, and values of SKD School. (See SKD Family Handbook).

**MORNINGS**- All registered families may use AM CARES in the Cafeteria starting at 7 am sharp. Please ring the bell located beside the right-side set of Chapel doors, facing the back of the Church. Staff will assist your child into the building and take attendance. Children can eat breakfast from home or may purchase from Cafeteria Services when it is open. Morning CARES offers time for quiet play, homework/study, and general socializing. Students are dismissed to their classrooms before the start of school for their grade level. PK students walked to their rooms.

**AFTERNOONS** – At dismissal, CARES students walk to the cafeteria. PK students are escorted from their classrooms; attendance, snack, and bathroom breaks follow. The remainder of the afternoon allows time for homework, age-appropriate play, recreational and creative activities until pick-up. Grades K-8 go outside as much as possible. Make sure your child is dressed and equipped for year-round outdoor weather. **Pick-up** is from the same doors for AM CARES – the right-side set of Chapel doors... - please ring the bell. Parents are asked to remain outside. Staff will sign your child out and dismiss them to you. Parents and authorized persons listed on the registration form will require photo identification.

**PROGRAM RATES, FEES AND PAYMENTS** –The CARES Program is entirely self-funded by monies received through the rates and fees we charge. We depend on your timely payments for the smooth operation of our program. Please see [Program Rates in the Registration Packet](#) link in the CARES section of the school website (Parent Resources).

**SNACKS** – A snack/drink must be brought from home in a separate bag. The Cafeteria Services snack cart is available in the afternoon and offers snacks for purchase from approximately .25 to \$1.50. Please no large bills.

**HOMEWORK**- time is scheduled for students (grades 1 through 8) to work independently on written assignments. Students are expected to be prepared for and participate in this activity. Staff are available to assist but are not responsible for checking if work is completed or correct. For sanitary reasons, we try minimize the use of shared materials; it is strongly suggested that each student provide homework supplies.

**AFTER SCHOOL CLUBS** – Please inform us if your child will be participating in an after-school club and whether they will go home directly from the club or go to CARES. Include start, end and renewal dates for each session. Your daily charge will be reduced 1hr on club days if your child goes to CARES.

**PERSONAL BELONGINGS** – CARES is not responsible for any lost items. Please label all personal items and uniform pieces. **Cell phones** are permitted for emergency use only and are to be kept in backpacks while at CARES. **Laptops** or other forms of technology are allowed with limited use (see SKD Family Handbook) and are monitored by staff. Note: For PK students, our bathrooms are full size. Self-reliance in the bathroom is required. Please provide extra clothing in backpacks for incidental accidents.

**MEDICAL/FAMILY CONCERNS** - **Please consult with the school Nurse (medical) or the Principal (family) for any concerns that may affect your child while at CARES.** A Nurse is not on duty during CARES hours, CARES does not have access Nurses supplies and does not keep or administer prescription or over-the-counter medications unless approved by the Nurse. **For general cases of illness or injury**, the staff will use their best judgment for the safety and well-being of the child. You will be notified if your child shows signs of illness or injury that may require immediate pick-up. If a serious injury occurs, we follow school protocol: call 911 immediately and notify the parents.

**SAFETY** - CARES follows all SKD emergency procedures and Health and Safety Plan guidelines. During CARES hours, we practice regular hand washing/sanitizing and surface cleaning. We keep all access doors locked. No one is permitted into the CARES rooms. We use a RING doorbell and inside monitor to assist with drop off and pick up identification.

## **CARES Program Calendar** (cont. below)

## CARES Program Calendar 2026-27

Available on full school days from 7:00 - 8:15 AM / Dismissal - 6:00 PM.

No CARES on early dismissal days (half-days) as noted below.

<b>2026 – 2027 CARES CALENDAR</b> (Subject to Change)			
<b>CARES</b>	<b>DATE</b>	<b>AM Available</b> 7:00 – 8:15	<b>PM Available</b> Dismissal - 6:00
<b>First Day of CARES</b> All grades PK-8	Tuesday 9/8	Yes	Yes
<b>School Half-Day:</b> Parent-Teacher Conferences	Thursday 11/12	Yes	NO
<b>School Half-Day:</b> Thanksgiving	Wednesday 11/25	Yes	NO
<b>School Half-Day:</b> Christmas	Friday 12/18	Yes	NO
<b>School Half-Day:</b> CSW Mass	Friday, 2/5	Yes	NO
<b>School Half -Day:</b> Easter	Wednesday 3/24	Yes	NO
<b>School Half-Day:</b> May Procession	Thursday 5/20	Yes	NO
<b>Last CARES Day:</b> Pre-K 3 & 4	Tuesday 6/1	Yes	Yes
<b>Last CARES Day:</b> Kindergarten	Wednesday 6/2	Yes	Yes
<b>Last CARES Day:</b> Grades 1-8	Tuesday 6/8	Yes	Yes
<b>School Half-Day:</b> Grades 1-8	Fri –Wed – Thurs 6/4, 6/9, 6/10	NO	NO
<b>SKD School Last Half-Day:</b> Grades 1-8	Friday 6/11	NO	NO
**Prepare to have alternate plans in case of an unforeseen cancellation to CARES**			
<p><b>DELAYED OPENINGS/EARLY CLOSINGS – Due to weather or other issues - CARES will be cancelled.</b> Refer to the school website for complete details. If weather or other issues arise that only affect CARES PM hours (2:30-6 p.m.), early closing will be determined at the discretion of the Principal a/o CARES Director, and parents will be notified.</p>			