



2019 - 2020 AFTER SCHOOL PROGRAM Billing Policies

Please review the billing policies below. These are strictly enforced.

ASP Afternoon Prepayment (Full –time)

Prepayment is required and billed through FACTS on a monthly basis when a student is enrolled and attends the extended school program more than fifteen afternoons per month. Payment for each month is due in full prior to the start of the month.

- A \$25 non-refundable Annual Registration fee per family who uses the ASP will be assessed.
- ASP afternoon full time flat weekly rate is \$65.00. (Individual rate)
- Per additional sibling a weekly rate of \$15.00 will be charged.
- Weekly full time rate is pro-rated in accordance with School calendar, holidays and other school day closings as noted on the 2019 - 2020 school calendar.
- Families who attend ESP full time are charged a monthly flat fee; due to operating costs, credits are not given for days absent when student attends the ESP on a full-time basis.
- Any student picked up after 6:00 PM will have a late fee charged to their account. Late pick up fee of \$5.00 per increments of 15 minutes.

Please review attached 2019 – 2020 monthly full-time (afternoons) billing ESP calendar.

ASP afternoon pay as you go (Part-time)

Payment will be billed through FACTS every two weeks when a student is enrolled and attends the extended school program less than fifteen days per month.

- ESP part-time afternoon rate per student is \$15.00.
- Per additional sibling a rate of \$15.00 will be charged.

Morning Care

Payment will be billed through FACTS every month when a student is enrolled and attends the early morning extended school program.

- ESP morning care rate is \$2.00. per student.

Arrears Policy

Arrears are not permitted. The program reserves the right to suspend a student or family from the program at any time for non-payment.

Absence Policy

Families are charged for all days that a student has enrolled for (other than permanent changes to the attendance schedule). Due to staffing and operating costs, credits are not given for days absent when student attends the extended program on a full-time basis.