

Students attending St. Mary's School are eligible to attend this after school care program. Care will be provided from dismissal at 2:15 (dismissal) until 5:00 and meets in the Nursery Room.

The fee structure for The St. Mary's Latchkey Program for the 2015/16 school year is:  
Attendance between 2:15-3:30: \$6.00/student Attendance between 3:30-4:30: \$6.00/student  
Attendance between 4:30-5:00: \$3.00/student Attendance after 5:00 pm: Latchkey is closed. If the supervisor needs to remain after 5:00 pm to wait for a student to be picked up there will be a \$10.00/ student fee for each 5 minutes after 5:00 pm. The above fees are for any portion of the time period listed. There is no partial fee for partial attendance. (For example: If a student attends from 2:45-3:30 the fee is \$6.00; If a student attends from 2:15-4:00, the fee is \$12.00).

If one student attends from 2:15-5:00 for five days, the fee will be \$75.00. Families with two children attending Latchkey will receive a \$1 discount for the first two time periods (\$5.00/student and \$5.00/student) and a 50¢/student discount for the third period (\$2.50/student).

If two students attend from 2:15-5:00 for five days, the fee will be \$125.00.

Families with three or more children attending Latchkey will receive an additional \$1 discount for the first two time periods (\$4.00/student and \$4.00/ student) and an additional 50¢/student discount for the third time period (\$2.00/ student). If three students attend from 2:15-5:00 for five days, the fee will be \$150.00.

**Note: Parents are asked to develop a plan "B" in case of school closing early due to bad weather. In that case Latch Key will be cancelled for that afternoon.**

If you intend on using the Latch Key Program, you will need to fill out the weekly [Latch Key Sign Up Form](#). Simply check the boxes indicating the days your child/ren will be staying after school with us and send it to school at the beginning of each week. This way we will know who to expect. The Latch Key form will be sent home each week to be filled out for the following week. If for some reason you don't get a form, you may send a written request to school with your child that states the day(s) you need this service.

If something should arise last minute requiring that your child/ren must stay after school, please call the school office to let us know. **DO NOT send an email to your child's teacher regarding dismissal changes** for that day as she may not have the opportunity to open her mail until after school has ended and the children have gone home. Instead, please call the school office