



## Artemis After School Policies

### Payments:

- Artemis After School charges are based on how many weeks are in the month. Scan the QR code below for the monthly fees.
- Payments are due on the first of every month. You may pay by cash, check, money order or the online platform Zeffy. A QR code will be provided.
- An increase of \$25 will be applied for all payments made after the 5<sup>th</sup> of the month.
- A \$25 charge will be applied for all checks that are written with insufficient funds to cover the payment.
- The rate is a flat monthly rate, regardless of attendance. If a scholar is signed up for after school care, the family will be charged the payment for that month.

### Pick-Up:

- All scholars must be picked up by 5:45. Scholars picked up after 5:45 will be charged an additional \$15.
- Scholars who are picked up after 6:00pm will be charged \$1.00 for each minute.
- Parents/Guardians must park their vehicle and bring their **government issued photo identification card every time they pick up their scholar**. This will be a standard practice for the safety of all scholars. The parent or guardian will sign their scholar out in a daily log.
- Pick up will occur at the cafeteria doors on all days except in the case of rain or inclement weather. Scholars then will be picked up from the car overflow area, under the overhang at the north end of the school.

### Daily Procedures and Expectations:

- Snack will not be provided. However, a time will be provided for scholars to eat a snack that is brought from home.
- Scholars must wear their uniforms.
- Scholars will have time each day for homework, recess and center time. 7<sup>th</sup> and 8<sup>th</sup> grade scholars will have study hall the entire time they are at after school.

Lead: Ms. Vicky Conroy

[vconroy@tlhclassical.org](mailto:vconroy@tlhclassical.org)





## Artemis After School Sign Up

**Scholar's Name/Grade:** \_\_\_\_\_

**Siblings/Grades:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**Parent/Guardian 1**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

**Parent/Guardian 2**

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

**Alternate Pick-Up Person:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**Are there any allergies or medical conditions we should be aware:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Return to Ms. Vicky Conroy

vconroy@tlhclassical.org

## **Artemis After School Monthly Rates**

August	\$150
September	\$200
October	\$250
November	\$150
December	\$100
January	\$200
February	\$200
March	\$150
April	\$200
May	\$200

After 1:30/3:30 pick-up for non after school scholars - \$15/day

After 5:45 pm pick-up - \$15

After 6:00 pm pick-up - \$1/minute

Payments made after the 5<sup>th</sup> of the month - \$25 late fee

Returned Checks - \$25