

HERBIE'S HAVEN
HOLY NAME OF JESUS 2018 / 2019 SCHOOL YEAR
SCHOOL AGE CARE (SAC) PROGRAM

SAC Coordinator: Dustin Fischer

SAC PHONE: (763) 745-3487

SCHOOL OFFICE: (763) 473-3675

SCHOOL FAX: (763) 745-3499

All families must be pre-registered to use the SAC program.

SAC FEES

7:00–8:00 am (Contracted)	\$5.00 per child per day	Cereal & fruit available
7:00-8:00 am (Non-Contracted)	\$8.00 for drop-in rate	
3:00-5:45 pm (Contracted)	\$12.00 per child per day	Snack will be provided
3:00-5:45 pm (Non-Contracted)	\$15.00 for drop-in rate	

ADDITIONAL SESSIONS

Parents may not switch days on any given week but if space permits, parents may schedule additional days beyond their contracted sessions.

No drop-offs unless prearranged with SAC staff.

CONTRACT CHANGES/CANCELLATION FEE

A processing fee of \$30.00 will be charged to change or cancel your contract.

LATE FEE

\$ 15.00 for every fifteen (15) minute increment you arrive past 5:45.

For example, a 5:46 pick-up will be charged \$15 and a 6:01 pick-up will be charged \$30.

FEES ARE PAID MONTHLY IN ADVANCE

(The last week of each month, you are mailed a payment form for the upcoming month.)

There is a \$15 late fee for late payments.

NO REFUNDS

There are no refunds for contracted sessions not used.

Release Days

The coverage of release days is dependent on student numbers.

A list of release days will be sent out when dates are finalized.

All SAC Sessions will be held in the cafeteria.

7:00 – 8:00 A.M. Sessions

3:00 – 5:45 P.M. Sessions

Children will have scheduled supervised access to the whole school and its facilities.
(Gym, Playground, Soccer/Baseball field, Library, Computer lab)

Families are not asked to complete medical / emergency forms for SAC.

Rather, copies of the medical / emergency forms completed for school are made for SAC files.

When you complete school emergency / medical forms, provide additional information
pertinent to SAC (such as phone numbers where you can be reached during SAC hours).

A SAC Handbook is available on Google Apps for specific policies and procedures.