

## ST. JOAN OF ARC LATCH-KEY INFORMATION SHEET 2022-2023

### **REGISTRATION:**

Every child must register to be part of the Latch Key Program. **The registration fee is \$25.00 PER FAMILY/NON-REFUNDABLE.** The registration fee is applicable to Latch Key payments for September.

Registration for 2022-2023 will be taken by mail (22415 Overlake St. Clair Shores, MI 48080) by Drop-off at the Parish Center (all summer) or school office (after August 2); or on the first day of school, August 30, 2022. The registration form is available at [www.stjoan.net](http://www.stjoan.net) or in the School Office. The \$25.00 fee must accompany the registration form. An emergency card must be on file before attendance starts.

The Latch Key Director, in consultation with the school Administration, may need to refuse admittance to the program due to past history of behavior problems, or delinquent payments.

All Latch Key tuition must be paid before the month starts; with the monthly calendar being turned in with payment at the beginning of each month.

A calendar sign-up is sent from Latch Key with your child a week before the due date for families to schedule the next months use of the program.

### **FEES FOR 2022-2023**

MORNING SESSION:	\$6.00 per child (7:00-8:00 a.m.)	
AFTERNOON SESSION:	1 child	\$ 6.00 per hour
(Dismissal - 6:00 p.m.)	2 children	\$10.00 per hour
	3 or more	\$14.00 per hour

We offer flexibility as to which days and how many days you would like to schedule your child/ren; however, we do require that you schedule for your child/ren's attendance one month in advance.

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### **St. Joan of Arc School Mission Statement**

#### ***A Foundation of Faith and Excellence***

*As a Catholic community rooted in the teachings of Jesus Christ, St. Joan of Arc School proclaims its mission to lead students in knowing God and the Gospel, through prayer, worship, study, and service. As a professional learning community, we promote the highest academic standards of achievement, according to each student's unique abilities and needs.*



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**St. Joan of Arc**  
CATHOLIC SCHOOL

stjoan.net  
22415 Overlake Street, St. Clair Shores, Michigan, 586-775-8370

## **LATCH-KEY REGISTRATION FORM FOR 2022-2023**

Child's Last Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Child's First Name \_\_\_\_\_ Room \_\_\_\_\_ Grade \_\_\_\_\_

Child's First Name \_\_\_\_\_ Room \_\_\_\_\_ Grade \_\_\_\_\_

Child's First Name \_\_\_\_\_ Room \_\_\_\_\_ Grade \_\_\_\_\_

Child's First Name \_\_\_\_\_ Room \_\_\_\_\_ Grade \_\_\_\_\_

Parent's Name \_\_\_\_\_

### **PLEASE CHECK THE FOLLOWING TENTATIVE SCHEDULE YOU PLAN FOR YOUR CHILD/CHILDREN TO ATTEND:**

\_\_\_\_ Morning (7:00-8:00)

\_\_\_\_ Part-Time Use (1-2 Days weekly)

\_\_\_\_ Afternoon (3:20-4:20)

\_\_\_\_ Full-Time Use (3-5 Days weekly)

\_\_\_\_ Afternoon (1+ hrs.)

MY CHILD IS INVOLVED IN EXTRA-CURRICULAR ACTIVITIES SUCH AS SPORTS, FORENSICS, BAND, ETC.

THE ACTIVITY IS: \_\_\_\_\_ FOR \_\_\_\_\_.

CHILD NAME

THE ACTIVITY IS: \_\_\_\_\_ FOR \_\_\_\_\_.

CHILD NAME

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\_\_\_\_ Paid Registration      Office Use      \_\_\_\_ Amount      \_\_\_\_ Emergency Card

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## SJA SCHOOL LATCH KEY Aug./Sept. 2022

Session times: AM-7:00 – 8:00 AM; PM: 3:20-6:00 PM.

Use this calendar-form to sign up your child/ren for Latch Key for Aug./Sept. 2022.

Morning Latch Key has one price - \$6.00 is billed by the half hour.

Afternoon: \$6.00 per hr., 2 children - \$10.00 per hr., 3 or more - \$15.00 per hr.

Start time calculation at 3:20 p.m. Calculate half day from 12:00 noon.

**PLEASE SIGN ONLY FOR THOSE DAYS ON WHICH YOU WANT SERVICE.**

**USE <AM> TO INDICATE MORNING AND/OR <PM> TO INDICATE AFTERNOON.**

**IF YOU INDICATE <PM> PLEASE INDICATE PICK UP TIME.**

**LATCH-KEY PHONE NUMBER (586) 775-8441.**

Child's Last Name: \_\_\_\_\_ Phone No. \_\_\_\_\_

Child's First Name: \_\_\_\_\_ Room: \_\_\_\_\_ Grade: \_\_\_\_\_

Child's First Name: \_\_\_\_\_ Room: \_\_\_\_\_ Grade: \_\_\_\_\_

Child's First Name: \_\_\_\_\_ Room: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent's Name \_\_\_\_\_ Cell Phone# \_\_\_\_\_

### August/September 2022

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
29	30 1 <sup>st</sup> Day of School Noon Dismissal	31 Noon Dismissal	1 Noon Dismissal	2 NO SCHOOL
5 NO SCHOOL	6	7	8	9
12	13	14	15	16
19 NO SCHOOL	20	21	22	23
26	27	28	29	30

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