



CARES 2025-2026 Registration Packet and Information

August 14, 2025

Dear CARES Families,

It is that time of year for CARES Registration for the **2025-2026** school year. Attached is a copy of our CARES Registration / Emergency form, along with the acknowledgement of reading our CARES handbook. Please visit our CARES section of the school website found at [www.qoaschool.org/QOA Information/CARES](http://www.qoaschool.org/QOA%20Information/CARES), to find extra copies of each of these forms and also a copy of our CARES Program Information.

This year, the registration fee is **\$40.00** per family and is due on **MONDAY, August 25, 2025** along with the completed registration form needed to get the program up and running for September. **You may pay with our online link or cash or check, Morning and afternoon CARES will begin on Tuesday, September 2, 2025.** Morning CARES is \$8.00 per day and you can drop off as early as 7:00 am. Afternoon CARES is \$9.00 an hour and \$4.50 per half hour. Afternoon CARES will begin at 3:00 and end at 6:00 Monday through Friday. Drop off and pick up is at the front glass doors of the upper school building daily. Please see "Fees" below for more details.

It is important that you send your registration paperwork and fees before the due date so we have our numbers set up for the CARES program for September. **If registration and payment aren't sent in then your child is not allowed to attend CARES this year as per our Keystone Stars program.** Once your paperwork is sent in, your child will be registered for the entire school year **2025-2026**. If there is no registration paperwork sent in, your child may not attend CARES until it is. It is important that you provide your email address on the registration /emergency form, as we will be using your email directly to send out reminders when calendars are posted and due throughout the year.

Should you have any questions about registration or the CARES program, please feel free to email Ms. Tina DeLucas at tdelucas@qoaschool.org.

Thank you,

Ms. Tina DeLucas and the CARES Staff



Queen of Angels Regional Catholic School
401 N. Easton Rd.
Willow Grove, PA 19090
215-659-6393, Fax 215-659-6377

Queen of Angels CARES Program
Family Registration / Emergency Form 2025-2026 School Year

Family Last Name _____

Names of children attending CARES:

1. _____ Grade _____
2. _____ Grade _____
3. _____ Grade _____
4. _____ Grade _____

Address: _____

Father's Name: _____ **Cell#:** _____

Mother's Name: _____ **Cell#:** _____

Emergency Contacts:

1. Name: _____ Cell # _____ Relationship _____
2. Name: _____ Cell # _____ Relationship _____

Medical information / Allergies:

Pediatrician's Name _____ **Phone Number** _____

In case of serious medical concerns, if I or our emergency contacts cannot be reached, I wish my child to be taken to the Emergency Room of the nearest hospital.

Yes _____ **No** _____

PARENTS' SIGNATURES_____

\$40.00 Family Registration Fee enclosed_____ **Check #**_____

****Email Address:** _____ **(Important forms and reminders will be sent to this email come August and used throughout the school year when calendars are sent out and due. It will also be used for all FACTS information in the future).**

Important Directions and Information Regarding CARES

1. Fees

- a. Credits will no longer be given if your child is out sick, on vacation or if school is closed for **any reason**. This is due to the fact that we have paid for proper staffing based on the attendance.

- b. **Fees are by the hour or ½ hour only.**

c.

PM CARES RATES:

\$4.50 per ½ hour

\$9.00 per hour for one child

\$16.00 per hour for two children

\$25.00 per hour for three or more children

AM CARES RATES: \$8.00 per morning. Online, cash or check is accepted. **If payment is not received upon drop off then your child may not attend CARES until it is paid.**

- d. Checks are to be made out to: **Queen of Angels**. If your child/children will be using the Morning CARES Program and you have a definite schedule for the month, then you may combine the morning CARES payment with the afternoon CARES payment. Please note each amount separately on the calendar so that the correct amounts are recorded and separated for each AM and PM CARES program.
- e. **PM AND AM CARES will be held in the UPPER SCHOOL FOR ALL GRADES this year. 401 Easton Road Willow Grove PA 19090.**
- f. **Pickup for CARES will be at the front glass doors of the upper school building on Summit Avenue. Please feel free to park out front and ring the bell. A staff member will be waiting to let you in.**
- g. **If you need to add your child to CARES for the day, please be sure to call and email the school by 2:00 pm. A child can only attend CARES as an “add on” if we have received all the required registration paperwork. We will be strictly abiding by this rule for the 2025-2026 school year and going forward.**
- h. **NOTICE: CARES ENDS AT 6PM SHARP. FOR ANY PICK UP AFTER 6PM THERE WILL BE A LATE FEE CHARGE OF \$5.00 PER MINUTE.**

2. Calendars

- a. Calendars will be posted on the website. **PLEASE print two calendars**—one to keep at home and the other to send in to school. Please send the “school” calendar to us through your child’s folder in an envelope labeled with their name, grade and the word CARES on the front. PLEASE DO NOT EMAIL any calendar’s. It is best for us to have them printed and sent in so that we have a solid dismissal plan for every student. If need be you can also draw or manually write up a calendar.
- b. Notice that a 5% discount is given if the calendar is received before the due date. There is also a \$10 late fee if the items are not received by the due date. This system seems to work well to ensure that calendars are in on time. This is so vital to preparing for the next month. The discount and late fee are calculated into the payment by the parents before handing in the calendar. Please be fair about this.
- c. You will be notified through email when the CARES calendar is posted online. You will fill it in and return it through your child’s folder.
- d. Here is a detailed description of how to use the calendar:
 - 1) Fill in the child’s name and grade
 - 2) On the dates that you will need CARES, fill in the hours. (3:00-4:00, 4:30-5:00, 5:00-6:00 etc.) inside each box.
 - 3) Tally the hours at the bottom of the calendar and multiply by the fee. Take your discount or add your late fee if needed.
 - 4) Make a check out to Queen of Angels CARES or pay cash or online.
 - 5) Send your payment and calendar in an envelope marked “CARES” to your child’s teacher. **Please make sure to send the calendar in a sealed envelope.** Paperwork and checks have been lost before when just folded in half and put into children's backpacks.

3. Emergency Information

- a. Please be sure to fill this out thoroughly. This is our lifeline to you after school hours. Please keep us updated on any changes in your phone numbers during the year.
- b. If there is a particular health problem, please make note of that. (especially food allergies).
- c. You may add as many names of family and friends as you would like to the emergency contacts. Use the back of the form if needed. Just make note of that on

the bottom of the front page. We will only release your child to the names included on your list. Be ready with your license the first few weeks until we all get to know you. Even Mom and Dad!

d. **CARES Phone number is: 215-659-6393**

To summarize the most important information:

1. Items to be returned: **Registration / Emergency form** (everyone needs to fill out a new form each year).
2. Completed Monthly Cares calendar with payment along with a separate check, cash or online payment for the \$40.00 registration fee.
3. Items are due: **Monday, August 25, 2025**
4. Any questions, please don't hesitate to contact me at school 215-659-6393 or email me tdelucas@qoaschool.org.

Even if you don't need CARES for the first week, or even the first month, please return all the information on time if you know you will utilize CARES at any point during the school year. Thank you so much!