



St. Stephen Catholic School

Club Mustang Extended Day Program 2025-2026

Due to Diocesan insurance regulations and for your child's safety, students may not remain on school grounds before school or after dismissal without adult supervision. Therefore, any child not picked up at dismissal will automatically be sent to the Extended Day Program and assessed the regular fees.

The Extended Day Program is available to all St. Stephen Students: PK3-8

Morning Care: 6:30 am – 7:30 am. **Aftercare:** 12 noon – 6:00 pm.

How do we charge? We charge by the half-hour. For example, students in Extended Day from 3:00 pm-3:30 pm are charged ½ hour. If the student remains in extended day after 3:30 pm and is picked up before 4:00 pm, they are charged 1 hour. Students in Extended Day from 3:00 pm – 5:15 pm are charged for 2 ½ hours. All students in morning care are charged 1 hour each day. **Late Pick-up:** Parents picking up any child after 6:00 pm will be assessed \$15 and an additional \$15 for every 15 minutes late.

PAYMENT PLANS**

Hourly Plan: \$8 per hour per child and *\$6 per hour for each additional child within a family.

Hourly Bills: Bills are emailed the first week of each month. Payments are due on the 15th of each month.

Late Payments: Late payments will be assessed a \$15 late fee each month. Families with a balance due over 30 days may be restricted from using the Extended Day Program until payment is received.

Prepayment (Discount) Plan:

Annual: \$2700 - due the 1st Friday of the school year

Monthly: \$300 - due the 1st of each month

Prepayment Bills: Prepayment is optional; therefore, bills are not distributed. To receive the discount benefits of our Prepayment Plans, monthly prepayments must be received by the 1st of each month, and the Annual prepayment must be received by the 1st Friday of the school year.

Please return the attached forms if you will be utilizing extended day regularly this school year to, Gail Leung at gleung@sscsfl.org or email gleung@sscsfl.org to fill out a Google Form.

*\$6 per hour rate cannot be combined with Prepayment Plans, which are already discounted

** rates are subject to change

Please note: A \$15 Late Fee will be charged for any charges not paid by the invoice due date.



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Extended Day Enrollment Form

Please fill out the following and return it to gleung@sscsfl.org by Aug. 1, 2025.

Parent/Guardian Name: _____

Student(s) Name:

Grade(s):

I plan to utilize Morning Care:

- ☐ Regularly
- ☐ Occasionally
- ☐ Rarely
- ☐ Not at all

I plan to utilize Aftercare:

- ☐ Regularly
- ☐ Occasionally
- ☐ Rarely
- ☐ Not at all

Please indicate which payment plan would best suit your family's needs.

☐ **Hourly plan:** \$8/ \$6 per hour per child. Payments are due on the 15th of each month.

☐ **Monthly:** \$300 - due the 1st of each month

☐ **Annual:** \$2700.00 - due the 1st Friday of the school year

Parent

Date