

Parent Handbook



C.A.R.E.S. Program Saint Agnes - Sacred Heart School

September 29, 2010

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C.A.R.E.S. Program
Goal

This professionally operated program allows children to experience a rich diversity of growth activities within a Catholic Environment, activities planned to complement the philosophy and value systems of the school and family. There is a clear academic program, which includes homework time, as well as games and computer activities. The program provides safety, care, supervision and recreation.

Location

The C.A.R.E.S. Program is operated at the Primary School Campus of Saint Agnes – Sacred Heart School, 393 North Maine Street, Sellersville. The C.A.R.E.S. program office may be contacted at *215-257-3571*.

Tuition Policy and Rates

Enrollment of your child in the program obligates you to pay each month the full tuition for the days and times you have enrolled for that month. No deductions are given for holidays, missed days or sick days. All are welcome to enroll in the program. If you want to use the program on an “as needed” basis, may I ask that you enclose the payment with your child for that day or days they will be using

C.A.R.E.S. difficulties, please contact Mrs. Furlong at this number (215-257-3571).

If you should encounter unforeseen financial difficulties, please contact Mrs. Furlong at this number (215-257-3571).

Please check the CARES Program Rates for the current year for times available and cost.

Thank You!

Agreement

Saint Agnes –Sacred Heart School agrees to provide the C.A.R.E.S. Program for a student, and in return, the parents agree to pay a fee, and to support the rules of the program. Fees are the sole support of the school's C.A.R.E.S. Program. Saint Agnes- Sacred Heart School does not subsidize this program.

Expectation for Children's Behavior

Since the C.A.R.E.S. program is an extension of Saint Agnes-Sacred Heart School, the same basic philosophy underlies each program. As members of a caring Catholic community, the children are expected to respect the staff, each other, and the materials and environment provided. Parents must agree to cooperate in insuring that their children behave appropriately.

Safety

Scheduled safety drills are included to the C.A.R.E.S. Program. Children will practice exiting by the nearest exits.

Adequate security is provided. There is telephone access. In the event that an accident occurs during the time of the C.A.R.E.S. program. A staff member will complete a C.A.R.E.S. Accident Report. It is **most important** that parents fill out an Emergency form when their child is registered for the Program.

Homework

A scheduled time will be provided for children to work on class assignment or projects. One or more teachers/aides will be available to supervise and assist. It is the child's responsibility to have his/her assignments and books. Children may not go back to their homerooms to get these items.

A staff member may initial the started/completed task done while in the Program. However, parents are responsible for checking their child's homework before they return to school the following day.

Saint Agnes-Sacred Heart
C.A.R.E.S. Program

HANDBOOK RESPONSE FORM

Dear Parent,

After reading the Parent Handbook, please return this form to Mrs. Diana Furlong, Director of the C.A.R.E.S. Program.

I have received the C.A.R.E.S. Program Handbook and have discussed pertinent sections with my child (children). We agree to abide by the policies stated in the Parent Handbook.

Parent/Guardian: _____(signature).

Child: _____(signature).

Child: _____(signature).

Child: _____(signature).

Date: _____

Received by: _____

Dear Parent,

This handbook contains information considered important to your child's safety and for the basic operation of the Saint Agnes – Sacred Heart School C.A.R.E.S. Program. May we all work together to make this a happy and worthwhile experience for your child.

Sincerely,

Mrs. Diana Furlong
Director

“Large numbers of women have entered the labor force in order to put their talent and education to greater use and also out of sheer economic necessity. More families need two salaries if they are to live in a decently human fashion. Female-headed households depend heavily on the mothers' income to stay off welfare rills. Discrimination against women is compounded by the lack of adequate child care services.” (Bishops Pastoral Letter on Catholic School Teaching and the U.S. Economy)