



PO Box 1664
San Bernardino, CA 92402
(909) 388-1700
contact@projectlifeimpact.org
Ms. Diana (909) 496-4453

**Project Life Impact / NSAA
After School Impact
Rates: 2014 – 2015**

Hours of operation:

After School Program: Dismissal from school to 6:00pm.

-Kindergarten 1:30pm to 6:00pm

-All other grades 2:30pm to 6:00pm (Wednesdays- minimum day 1:30 to 6:00pm).

The rates are as follows:

Daily:

After School Program grades 1st – 8th: \$14.00

Kindergarten After School Program: \$17.00

Weekly: (All 5 days)

After School Program grades 1st – 8th: \$70.00

Kindergarten After School Program: \$85.00

One Hour Kindergarten Older Sibling Program: \$15.00 flat rate fee four (4) days.

Late Pick up fee:

There will be a late fee for students who are picked-up after 6:05pm. The charge will be \$1.00 per minute after 6:05pm, billed upon usage.

ALL PAYMENTS MUST BE PAID IN ADVANCE. PAYMENTS CAN BE MADE WEEKLY, BI-WEEKLY, OR MONTHLY.

(If student does not attend on a scheduled day, payment still applies for that day)



**After School Program
A.S.I. Program Policies
@ NSAA**

Attendance Policy:

1. Students can attend on scheduled days only.
2. If student does not attend school, he/she **cannot** attend the After School Program for that day.
3. If student does not attend on a scheduled day payment still applies for that day.
4. Attendance is based on individual payment agreements.

Late Policy:

1. Parent or persons responsible for picking up student **cannot** be more than five (5) minutes late. Pick up time is 6:00pm.
2. After 6:05 there will be a late fee of \$1.00 per minute. Fee will be added to your payment.
3. Parent(s) or persons responsible for pick-up cannot be late more than three (3) times during the school year; after the 3rd time the student will be subject to dismissal from the program.

Application Policy:

1. Must attend Norton Space & Aeronautics Academy.
2. Must hand in application to After School Program Site Director at NSAA.
3. Parent must complete a payment agreement and pay in advance before student can start program.

Disciplinary Policy

1. Verbal warning, parent notification.
2. Written warning, parent notification.
3. Student is subject to possible dismissal from the program.
4. If incident is extreme (causing serious bodily harm, of a sexual nature, or blatant disrespect) student may be subject to suspension or possible dismissal from the After School Program regardless of lack of prior verbal or written notification.

Payment Policy:

1. All payments must be paid in advance.
2. If payment is not paid, student will not be allowed to attend program.
3. All payments are made according to individual payment agreement.
4. Payments can be made weekly, by-weekly, or monthly to ***Project Life Impact***.
5. Cash payments must be the exact amount; otherwise a credit will be given for the next payment due. There will be no change given.

Sign-out Policy:

1. All students must be signed out.
2. Only approved persons can sign out a student.
3. Approved persons must be 18 years or older, and identified on the Student Enrollment Application.

Change or End Contract Policy:

1. All changes must be submitted in writing one (1) week in advance.
2. Changes to contract will **NOT** take effect until the following week.
3. There will only be four (4) changes allowed in payment agreement per school year.
4. It is the parent's/guardian's responsibility to submit a notice **in writing** one (1) week in advance to end payment agreement. Otherwise parents will still be charged weekly payments even if the student does not attend program.

I have read and discussed the After School Program agreement with my child and I know that he/she must remain in assigned areas and follow the directions of the staff at all times.

Parent Signature: _____

Date: _____



Parent Teacher Conference Days (PTC Days)

Dear Parents/Guardians,

Parent Teacher Conference Days are scheduled for Friday 11/14/14 through Friday 11/21/14 **and** Friday 3/13/15 through Friday 3/20/15. During these days Students will be dismissed from school at 12:30pm. Due to the change in hours provided, the daily rate for the After School Program will change to \$21.00 per day for all students. If you wish to opt out of our services for these specific dates, please sign your name in the "*I choose to opt out*" space provided. If you still wish to continue our services for these dates, please sign your name in the "*I agree to the adjusted rate*" space provided.

I choose to opt out: _____

Print Name (parent/guardian)

Signature

OR

I agree to the adjusted rate: _____

Print Name (parent/guardian)

Signature



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Office Use Only
Class #: _____
Start Date: _____
End Date: _____

Project Life Impact Payment Agreement

Project Life Impact After School Program rates for 2014-2015.

The Rates are as follows:

Daily:

After School Program: \$14.00.

Kindergarten After School Program: \$17.00.

Weekly: (5 Days)

After School Program: \$70.00.

Kindergarten After School Program: \$85.00.

*Please read and initial space provided.

1. **Payment agreement cannot be changed or terminated unless a written request is submitted one (1) week before change is to take place.** _____
2. Accepted reasons for changes in payment agreement: change of work schedule, change of income. _____
3. If a student does not attend on a scheduled day payment for that day is still due. Exceptions: off school note from doctor, suspension from school or after school program, predetermined vacation (must be at least one week and must be submitted in writing two (2) weeks in advance) *No other exceptions will be made.* _____
4. Changes in payment agreement can be made only four (4) times during school year. _____
5. **Payment must be made in advance**, no later than the first day of service. Thereafter, there will be a late payment fee of \$3 per day until payment is paid in full. _____
6. Each account can be paid in advance on a weekly, bi-weekly, or monthly basis. Checks and Money Orders must be made payable to **Project Life Impact.** _____
7. There will be a \$27.00 charge for any Non-Sufficient Fund (NSF) check; two (2) NSF checks, person responsible for payment must pay by cash or money order. _____
8. Any credit card payments must go through. After two (2) credit card payment failures, person responsible for payment must pay by cash or money order. _____
9. **It is the parent's responsibility to notify P.L.I. that service is no longer needed. If parent does not notify P.L.I, weekly payment is still due even if student does not attend the After School Program and a past due statement will be sent to residence of person responsible for payment.** _____
10. Late pick up fee \$1.00 per minute after a five (5) minute grace period ending at 6:05pm. If parents are late more than three (3) times, child will be dismissed from program.

Days committed to program: M T W TH F

Months committed to program: Aug Sept Oct Nov Dec Jan Feb Mar Apr May Jun

I am committing to _____ days per week.

Weekly fee: _____

Student Name: _____ Grade: _____

Name of person responsible for payment: _____ Relationship: _____

Contact phone number. _____

Signature of person responsible for payment. _____ Date: _____

For more information call Miss Diana at (909) 496-4453.