



Extended Care Contract 2025-26 SY

Soaring to Excellence

This contract outlines the terms and conditions that govern the participation of students in the Extended Care program at Ethos Academy. It is mandatory for every student to have:

- A Completed ADHS Emergency, Information & Immunization Record Card (Blue Card).
- A Contract signed by a Parent/Guardian in order to participate.
- An account in Procure for communication, as well as payment.

Registration will be accepted on a first-come, first-served basis. You are billed on Friday for the upcoming week, and must pay by Monday. This is a pre-paid service ONLY. Any days not used in the week ahead will be credited for the following week.

Students enrolled in Before and/or After School Extended Care Program need to adhere to the philosophy, goals, and policies of Ethos Academy. Detailed information on Ethos Academy's behavior protocol can be found in the Family Handbook. Behavior violations resulting in enforcement of the behavior Code of Conduct can result in your child's removal from the Extended Care program. Complete copies of the behavior Code of Conduct are available in the front office.

Please read and initial:

PARENTAL RESPONSIBILITIES

As a parent/guardian, it is your responsibility to comply with the guidelines and Financial Agreement of the Extended Care Program. It is also important to keep the enrollment records up to date. If there are any changes in your home address, phone number, business phone number, or authorized emergency contacts, please inform the Extended Care Coordinator promptly. In case you need to add or delete an emergency contact, written notification is required, which must be signed and dated by the parent/guardian.

DROP OFF AND PICK UP (Procure Sign in and Sign out required daily)

During all Extended Care times, parents are expected to park their vehicles in the designated parking lot and accompany their child(ren) to and from the school office. The Extended Care staff will not leave the classroom at any time to assist in dropping off or picking up children. The children will remain under the supervision of the Extended Care staff until regular school classes begin or a designated adult arrives to pick up the child.

Tamara Garcia
Tel:623-249-3211
Extended Care Director
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8840 N.43rd Ave
Glendale, Az 85302

HOURS/LATE PICK-UP FEE

Before Care is open from 6:30 am to 7:30 am, and Aftercare is open from 3:45 pm to 5:30 pm. A late charge of \$5.00 for every 1 minute will be applied for any pick-up after 5:30 pm. If such a situation arises, students will not be permitted into Extended Care until the balance is paid off in full. In case of an unavoidable delay, the parent/guardian should contact the school to inform them. Each family will be allowed a maximum of three late pick-ups for the school year, after which we reserve the right to terminate your extended care service contract.

RATES

	Before Care	Aftercare
Daily	\$8 per child	\$10 per child
Weekly: Monday-Friday	\$40 per child	\$50 per child

Discounted Rate for both Before & Aftercare full week Monday - Friday \$75 per child (\$15 daily)

Multi-Child Discount: Families with three or more students enrolled in the Ethos Academy Extended Care program are eligible for a Multi-Child Discount. The first two children will be charged at 100% of the fees per child, and any subsequent children will be charged at 50% of the fees per child.

First Child	100%
Second Child	100% (If the 2nd child has aged out of daycare they will be charged 25% of the fees)
Third Child and up	50%

PAYMENTS/ LATE FEES

Extended Care is a pre-paid service, and payment is due on the Monday of the week of service. Payments can be made through Procure, or in the front office with cash or card.

Note: If you do not prepay for the services rendered, you will be given one written warning to pay the balance, or arrange a payment plan before these services are revoked. Families with balances of more than \$150.00 are not allowed to use extended care services until payment is received. Services can be reinstated once full payment is received.

If your family is experiencing unusual and unpredictable financial hardships, please consult with the Dean of Families as soon as possible.

SNACKS

An afternoon snack will be provided to every child attending the After School Extended Care program. Students may also bring a snack from home for Aftercare if they prefer a different snack. We welcome snacks donations as well.

I have read the Ethos Academy Extended Care Contract and agree to follow all rules, policies, and procedures.

1st Student _____
First Middle Last

2nd Student _____
First Middle Last

3rd Student _____
First Middle Last

Parent's or Guardian's Name: _____

Parent/Guardian's Signature: _____

Date of Contract : _____ ***Contract is effective for school year 2025-2026***

Phone Number's: _____

Email: _____

Any allergies or additional information about your child(ren) is helpful. If you have multiple children please specify which child:

The Arizona Department of Health Services Bureau of Child Care Licensing Form (Blue Card) must be completed in its entirety for each student enrolling in the Ethos Academy Extended Care Program.

To ensure compliance with regulatory requirements, please provide all the necessary information on the form. This includes accurate details regarding the student's personal information, emergency contacts, medical history, allergies, and any specific care instructions or special needs.

The completed Arizona Department of Health Services Bureau of Child Care Licensing Form should be submitted along with the Ethos Academy Extended Care Contract. Both documents are essential for enrollment in the Extended Care program.

We appreciate your cooperation in fulfilling these requirements as they contribute to the safety and well-being of all students participating in our Extended Care Program.

If you have any questions or need assistance with completing the form, please don't hesitate to contact the Extended Care Coordinator or our front office staff.

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