



# Extended Student Supervision (ESS) Program

This program provides parents with before- and after-school supervision of students.

**TIMES AVAILABLE:** 7:00 am – 7:45 am  
3:00 pm – 6:00 pm

**FEES:** Fees are per child and will be based upon your choice of two kinds of usage of the program:

Hourly: A charge of \$2.75 per half hour on the clock or any part thereof.

Weekly: A charge of \$27.50 for all-week every morning.  
A charge of \$50.00 for all-week every afternoon.  
A charge of \$65.00 for all-week mornings & afternoons.

Late Fee: Each time I arrive after 6pm to pick up my child, a \$5 per 15 minute late fee will be billed to my account, in addition to the regular charges.

All fees will be added to the VCA account and are payable monthly according to the financial agreement signed at enrollment.

## PROGRAM GUIDELINES:

The ESS program is offered in an effort to serve our VCA families.

Morning supervision begins at 7:00 am. School begins at 8:30 am. Students who arrive earlier than 7:45 am will be considered ESS, subject to charges.

The afternoon program is designed for students to have supervised play time and study time. There will be a variety of activities ranging from board games, free play, playground, videos, group activities, and a structured time to do homework. Afternoon ESS will include a snack for students present after 3:30 pm. It will be held in the Cafeteria. Students in carpool who are not picked up by 3:15 pm will be taken to ESS, subject to charges beginning 3:16 pm. (School ends at 3:00 pm.) Parents need to park and come to the cafeteria (small gym) exterior doors and press the buzzer to clock out and pick up their students. All students must be picked up and clocked out only by designated individuals indicated **on the registration.**

The morning and afternoon programs will be supervised by current VCA employees. Parents may call the ESS Supervisor directly by calling **440-318-5984** during program hours. This program is only available to current VCA students. Students are subject to the rules and guidelines for ESS program. Discipline will be administered in accordance with school guidelines.

**REGISTRATION:** A registration form must be completed and on file for a student to utilize the program. It must be filled out completely and signed by the parent or guardian.

### EXAMPLE:

A student is in ESS one day from 7:00am to 5:15pm. The fee for that day will be:

7:00-7:30      \$2.75  
7:30-7:45      \$2.75  
= \$5.50 / day

3:00-3:30      \$2.75  
3:30-4:00      \$2.75  
4:00-4:30      \$2.75  
4:30-5:00      \$2.75  
5:00-5:15      \$2.75  
= \$13.75 / day

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Total \$19.25/day