

**2019-2020, BEFORE CARE / AFTERCARE APPLICATION**

Parent/Guardian Name: \_\_\_\_\_

Phone: Day \_\_\_\_\_ Evening, \_\_\_\_\_

Address: \_\_\_\_\_

Please choose one.

BEFORE CARE \_\_\_\_\_ AFTERCARE \_\_\_\_\_ OR BOTH \_\_\_\_\_

Name of Child (ran

Grade

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Person(s) Authorized to Pick Up Child/Children

Name

Phone #

Relationship

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I have read and understand the attached letter and wish to enroll my child (ran).  
In the 2019-2020

\_\_\_\_\_

\_\_\_\_\_

Parent/Guardian Signature

Date

# Dr. Lena Edwards

ACADEMIC CHARTER SCHOOL

509 Bramhall Avenue, Jersey City, NJ 07304, Tel. No. 201-433-5300, Fax No. 201-433-0935

## *NEW POLICY for ALL PROGRAMS – Effective Immediately Before School, After School, and Summer*

*All programs that are held during the hours before DLEACS opens and all programs that are held during hours after DLEACS closes are programs that fall under our NJ Child Care License.*

*All families who wish to have their child participate in any program that is held before school opens and/ or after school closes **must** go through the subsidy application process with the Jersey City Urban League.*

*It is the desire of DLEACS to find subsidies for all families so that all scholars may benefit from the enhanced engagement activities. We actively seek to find financial resources so that every family has an opportunity to participate.*

*If your family qualifies for a full subsidy through the Jersey City Urban League then you are all set. However, for our families who qualify for only a partial subsidy, or who do not qualify for any subsidy, then we may have additional options and financial solutions for you.*

*Submit your final subsidy determination from the Jersey City Urban League to our Program Manager Ms. Wright as application for the Dr. Lena Edwards Academic Charter School's before & after school programs scholarship. Awarded scholarships are only good for that particular school year, or that particular summer.*

*If you chose not to go through the Urban League Process there will be a \$50 a week fee for the After school programs and a \$13 a week fee for the Before school programs. Summer programming is announced annually during the months of April and May. However, we strongly encourage you to go through the subsidy application process.*

*The urban league contact information:*

**Urban League**  
**253 Martin Luther King Drive, Jersey City NJ, 07305**  
**201-451-8888**

*Thank you*

*Best regards,  
Ms. Wright*



509 Bramhall Avenue, Jersey City, NJ 07304, Tel. No. 201-433-5300, Fax No. 201-433-0935

September 5, 2019-2020

Dear Parent/Guardian:

Since we consider safety and supervision to be important needs, we at Dr. Lena Edwards Academic Charter School are prepared to continue the Before and After Care program for children K-8 beginning Monday September 9, 2019

### **Before Care Program**

The Before Care Program will operate every school day from 7:15 AM-8:00 AM. The cost is \$13.00 per week for one child, \$17.00 per week for two children, \$21.00 per week for three children. For more than three children please add \$4.00 per additional child.

### **After Care**

The After Care Program will operate every school day from 3:30 PM- 6:00 PM with the exception of Fridays 1:00 PM-6:00 PM . The cost is \$50.00 per week For one child, \$90.00 per week for two children and 125.00 per week for three children. For more than three children please add \$30.00 per week per additional child.

### **General Information**

- 1. Payments are DUE to the Main Office every Monday of the week of service in the form of cash, check or money order. Parents are responsible for their swipes and knowing their balances. It is very important to make your payments, co-pays and swipes on time. Co- pays are due during the first week of the month. Failure to do so will result in your child not**

participating in the program. This goes for Before care and the After school programs. Parents who fail to make their swipes on time will be required to make to make cash, check ,or money order payment for any and all discrepancies not covered by Urban League.

2. Payments should be submitted to the Main Office in a sealed envelope with your child's name, grade and amount enclosed. The money and Checks will be counted and receipt issued to you for your records.
3. There will be a \$35.00 fee if a check is returned for insufficient funds.
4. You must be current in all payments for school sponsored activities Which include Before Care, After Care and Breakfast/Lunch before your child/children can participate in the programs.
5. All children must be picked up by 6:00 PM after which a LATE FEE of \$10.00 for every 10 minutes will be applied and MUST be paid in cash when you pick up your child/children.
6. If you fail to pick up your child/children by 6:00PM three times or more, you will be removed from the program for the balance of the school year.
7. Failure to pick your child/children up by 6:30PM will result in the notification to the Department of Children and Family and/or local Police Precinct.

Parents who are in need of financial assistance can apply to the Urban League for full or partial coverage of both programs. If partial financial assistance is received you will still be responsible for the balance of the payment due to DLEACS. The Urban League can be contact at:

**Urban League**  
**253 Martin Luther King Drive**  
**Jersey City NJ 07305**  
**201-451-8888**

Any other question concerning these programs can be directed to Ms. Wright at 201-433- 5300 Ext- 122