

L.A.B.S.

Landmark's Lifelong Learning After and Before School Program (Latchkey Program)

L.A.B.S. Mission Statement: We will provide a safe and nurturing environment for students who are in need of before and/or after school care. Our environment encourages academic excellence, self-esteem building and character development.

Description: L.A.B.S. offers care to children currently enrolled at Landmark Academy, Kindergarten through 10th grade, for a period of time before school and/or after school. This outstanding program offers academic assistance while encouraging character development. L.A.B.S. helps to build self esteem by developing each child's unique gifts, talents, and abilities.

Program Details:

Hours:

- **Morning** 6:30-8:00 A.M.
- **Afternoon** 3:30-6:00 P.M.
- The program follows Landmark Academy's school schedule

Fees:

- **Registration** \$20.00/10.00 for additional children in the same family (one time yearly charge)
- **Morning** \$4.00/\$3.00 for additional children in the same family
- **Afternoon** \$6.00/\$5.00 for additional children in the same family
- **Hourly Rate** \$3.00

- **Fees can be paid upfront at the beginning of the year for a discounted price. Fees are as follows:**
 - **Annual(20% discount)** \$1,400.00/\$700.00 for each additional child in the same family
 - **AM Only** \$700.00/\$350.00 for each additional child in the same family
 - **PM Only** \$850.00/\$425.00 for each additional child in the same family
 - **Semester(15% disc.)** \$750.00/\$375.00 for each additional child in the same family (2-payments, each payment due first day of the semester)
 - **AM Only** \$300.00/\$150.00 for each additional child in the same family (2-payments, each payment due first day of the semester)
 - **PM Only** \$450.00/\$225.00 for each additional child in the same family (2-payments, each payment due first day of the semester)
 - **Trimester(10% disc.)** \$550.00/\$275.00 for each additional child in the same family (3-payments, divided up in the semester)
 - **AM Only** \$220.00/\$110.00 for each additional child in the same family (3-payments, divided up in the semester)
 - **PM Only** \$270.00/\$135.00 for each additional child in the same family (3-payments, divided up in the semester)
- All fees must be paid one month in advance, unless participating in the discount offer. A \$10.00 late fee will be added if payment is not received by the 4th school day of the month. If payment is not received by the 6th school day of the month, L.A.B.S. program will be discontinued for your child.
- If a child is not picked up by or before 6:00 P.M. a late fee of \$5.00 for every five minutes will be added. One free pass will be allowed per quarter for an unforeseen emergency.

Registration

- Registration begins May 27, 2008 for the 2008-09 school year. Registration will remain open until June 4th. Additional registration forms can be obtained at our Hospitality Centers.
- If needed, a lottery will be held on June 5th to fill 100 places in the morning and 100 places in the afternoon Monday-Friday.
- Registration forms must be completed and turned into the Hospitality Center in either building by June 4th.
- All registrants will receive notification of acceptance or waiting list position by June 30.

Schedules

- A schedule must be included with payment at the end of the month prior to the starting month stating which days and times a child is going to attend the program.
- It is the parents' responsibility to notify the staff with any changes to their child's schedule.
- The program's budget is based upon the number of students registered; therefore, we are unable to give credit for absences due to illness, vacations, etc. You will receive credit for school closings due to weather.

Activities

- Academic Assistance
- Arts and Crafts
- Individual/Group Games
- Learning Style Shelf Activities

If you are interested in participating in L.A.B.S. before and/or after school care for the upcoming 2008-2009 school year, please fill out the attached registration form and be sure to turn it in to the Hospitality Center by Wednesday, June 4th.

Please note that in an effort to provide exceptional care, we will only be accepting 100 children per session. If our registry exceeds 100, a lottery system will be put in place (lottery would be held June 5th at 5:00 p.m.). The same placement/lottery rules will apply as with K-10 enrollment rules. A letter will be sent home after the lottery with further information regarding the program. Attendance is not mandatory at the lottery to secure a place in the L.A.B.S. program.

Please contact Sarah Guindon at 810-982-7210 or guindons@landmarkacademy.net for all questions regarding the L.A.B.S. program.

L.A.B.S. Registration Form

Landmark's Lifelong Learning After and Before School Program (Latchkey Program)

Child's Name: _____ Birthdate: _____ 2008-2009 Grade _____

Child's Name: _____ Birthdate: _____ 2008-2009 Grade _____

Child's Name: _____ Birthdate: _____ 2008-2009 Grade _____

Child's Name: _____ Birthdate: _____ 2008-2009 Grade _____

Address: _____

City: _____ Zip: _____

Please select the days you will need Latchkey services. (If unsure, please mark all that may apply)

Morning Session: 6:30a.m.-8:00a.m.

_____ Monday _____ Tuesday _____ Wednesday

_____ Thursday _____ Friday

Afternoon Session: 3:30p.m.-6:00p.m.

_____ Monday _____ Tuesday _____ Wednesday

_____ Thursday _____ Friday

Parent/ Guardian Name: _____

Parent/ Guardian Signature: _____

Home Phone Number: _____

Email Address: _____