



Ocean Aftercare Fees & Policies 2014-2015 MAR VISTA CAMPUS

Ocean Charter School is pleased to offer the Ocean Aftercare Program at both the Mar Vista and Westchester campuses. Our OA staff members are screened, trained in CPR, First Aid, Conflict Resolution, and positive discipline. A ratio of 12:1 students to staff is maintained for grades K-3.

Mar Vista Ocean Aftercare hours are available from dismissal until 6 pm. Full-time and part-time aftercare is available but students must be enrolled in advance. In order to maintain our Student to Staff ratio, **drop-in aftercare is not an option**.

Months with winter and spring breaks, and June will have pro-rated fees.

Parent/Teacher Conference Week features shortened school days. Extended after-care hours will be offered at no additional charge for those already enrolled for designated days.

Those signed up for less than five day/week OA plan may add days during Conference Week, for a fee and by separate application available at a later date. Those not in the OA program may sign up for just Parent/Teacher Conference Week for a fee, by separate application available at a later date.

M V Ocean Aftercare Monthly Plan and Fee Schedule 2014-2015 CHOOSE ONE PLAN FOR MONTH

Plan	Days - <u>6pm</u> pick up	Fee
A	1 day per week	\$85
B	2 days per week	\$160
C	3 days per week	\$230
D	4 days per week	\$290
E	5 days /week (no Weds surcharge necessary)	\$340
	Weds Surcharge per month (If student attends on Weds, add to plan fee above, except plan E)	\$40

Plan	Days - <u>5pm</u> pick up	Fee
F	1 day per week	\$60
G	2 days per week	\$115
H	3 days per week	\$165
I	4 days per week	\$200
J	5 days / week (no Weds surcharge necessary)	\$240
	Weds Surcharge per month (If student attends on Weds, add to plan fee above, except plan J)	\$30

Wednesday Surcharge: Any part-time plan (4 days or less) that includes Wednesdays will have the Weds Surcharge added to invoices.

Gap Care Plan: Ocean Aftercare offers an in-house plan to our families to bridge the gap between the dismissal times at Mar Vista and Westchester Campuses. It operates from dismissal time until 3:00 pm. Students must enroll in a provided plan; **drop-in care is not available**.

3:00 pm Pick-up Gap Care. No Wednesdays.

Plan	Days– 3:00 pm pick up	Fee
K	1 day per week	\$20
L	2 days per week	\$40
M	3 days per week	\$60
N	4 days per week	\$80

• Please see other side for Ocean Aftercare Enrollment Policies •



Ocean Aftercare Enrollment Policies 2014-2015

- Space is limited and offered on a first-come, first-served basis. Families with children at both campuses with different pick-up times have preference for Gap Care.
- Ocean Aftercare is a pre-paid program. To assure quality child/adult ratio, no child will be admitted without enrollment paperwork completed and submitted to Ocean Aftercare.
- Complete enrollment documentation with prepayment assures placement on the attendance roster. If a child is not on the roster, they will be sent to the school office to wait for pick up.
- An annual enrollment fee of \$50 per family will be charged to the first month's bill for the 2014-2015 school year.
- Sibling discount available: 5% discount off each sibling.
- A credit card decline for insufficient funds will forfeit any discount and a \$10 DECLINE FEE will be charged. Replacement credit card information must be reported to Ocean Aftercare before the next month's billing date of the 20th. Replacement card information may be submitted with an OA Contract form.
- Payment is due on the 26th of the month prior to the service month. Monthly bill for non-auto payments will be e-mailed by the 20th of the month prior to the service month. [For example, October's invoice will be e-mailed by Sept 20th.] If payment is received after the 26th, a LATE FEE of \$10 will be added to the outstanding bill. If payment is not received by the 1st of the month, the credit card on file will be charged for balance due. Enrollment requires credit card information to be on file.
- Make payment checks payable to Ocean Charter School. Checks/cash payments may be dropped at the Westchester or Mar Vista Campus offices in the Ocean Aftercare lockboxes.
- To inquire about reduced rate qualifications, please email OA or see MV or WC front office for info.
- CalWORKS participants must provide verification to Ocean Aftercare prior to enrollment.
- Pick-up times are 3 pm (Gap Plan), 5 pm or 6 pm, as per plan.
- A LATE PICK-UP FEE of \$25 will be charged for each 15 minute interval (ex. 1-15 minutes late = \$25, 16-30 minutes late = \$50) after the student's scheduled pick-up time and is due upon arrival or charged to credit card on file.
- Cancellation or changes must be submitted with the Ocean Aftercare Plan Cancel/Change form by the 20th of the month prior to cancellation/change. Without adequate notice, an early termination fee equal to one month's plan fees will be charged. Please refer to the Ocean Aftercare Plan Cancellation/Change form.
- All Ocean Aftercare forms are available for download from the OCS website.
- \$10 fee charged for returned checks.
- Previous year's unpaid balance will require payment for current year enrollment.
- The safety of all Ocean Aftercare participants is of the utmost importance.
- Ocean Aftercare reserves the right to refuse service for, but not limited to, the following (at the discretion of the on-sight OA coordinator):
 - In-school/out-of-school suspension
 - Violence: physical or verbal
 - Bullying
 - Foul or inappropriate language or behavior
 - Refunds may be issued accordingly

Ocean Aftercare billing/enrollment: oceanaftercare@oceanschools.org

Ocean Charter School Tax I.D. # 020612690.