

2020-2021 Houma Christian School Childcare Services

High School Earliest Drop-Off Time – 7:00AM

Elementary Earliest Drop-Off Time – 7:30AM

Elementary Latest Pick-Up Time – 3:15PM

Note: Unscheduled care charges will apply before and after these times!

HCS childcare is designed as a safe and structured environment to meet the needs of parents dropping off or picking up their child(ren) before or after the designated times above. Please note that parents may drop off and pick up siblings together at the earliest/latest arrival and dismissal time if siblings are in both high school and elementary with no charge.

Important Information

- Any student who receives any charge for childcare will also incur the \$25 registration fee.
- Aftercare is not offered to high school students, however, any student, in grades 7-12, who remains on campus and is not participating in an approved after-school activity will be charged registration and the daily rate (with the exception of waiting for an elementary sibling to dismiss at the regular dismissal time).
- Students on campus waiting for a sibling participating in a school activity will be charged.
- Students participating in school activities that are not picked up on time will be charged.
- Aftercare ends at 5:30PM. Any students not picked up by 5:30pm will be charged an additional \$10.00 fee and \$1.00 for every minute thereafter. Habitual late pick up will result in dismissal from the program.
- Monthly rates for childcare will not change from month to month including holiday months.
- Students in childcare are expected to adhere to the rules and policies of Houma Christian School. Students who violate rules may be dismissed from childcare.

Registration Process

- Complete the CCRF form below and remit to the office. Forms remitted in the middle of the month will be effective on the first school day of the next month.
- Any modification or cancellation of childcare must be submitted in writing, on a new CCRF form, to the office and will take effect on the first school day of the next month.
- All monthly plans will be billed at the beginning of the month, and all unscheduled care will be billed daily. Outstanding childcare fees are subject to HCS collection policies. Childcare is billed through FACTS as an incidental expense. Parents may pay through FACTS or in the office. FACTS also offers automatic payments for incidental expenses.

2020-2021 Childcare Request Form (CCRF)

Circle One

Initial

Modification

Cancellation

Submit Date		
Effective Date (Office Use)		
Parent Name		
Parent Signature		
Student First Name	Student Last Name	Grade

Plan #	Plans and Hours	Single Rate	Family Rate
1	Monthly Morning Care 6:50-7:30AM	\$40.00 month	\$70.00 month
2	Monthly Aftercare 3:15-5:30 (Elementary Only)	\$110.00 month	\$200.00 month
3	Unscheduled Care	\$5.00 (Before) \$8.00 (After) Per Day	N/A
4	Monthly Combo Care	\$140 month	\$235 month

