

REACH CYA AFTER SCHOOL CHILD CARE

IMPORTANT: We have had an unforeseen and overwhelming After School Child Care enrollment this year (especially of those registering with Consistent Schedules) At this time our Online Schedule Change Form at www.reachcya.org can only be used to inform REACH if your child is **Not Attending** on a scheduled day.

All participants with Consistent schedules who would like to add a day(s) and those with Inconsistent Schedules who would like to request to use the program will need to call the REACH Office @631-549-9417 during business hours (9am-5pm) with their requests. Requests will only be taken for the present week.

**NEW
for
2019-20**

2019-2020 New Schedule & Fee Information



After School Child Care Program Schedule Change Deadline **12:00pm**

Changes to your child's schedule must be received by 12:00pm to avoid fees.

AFTER SCHOOL CHILD CARE PROGRAM

- **After School Child Care Consistent Schedule – Daily Fee \$15**

Your child will attend the program on the same days every week. Your child is **guaranteed** a spot in the program on the days you have registered for.

- **Adding an unscheduled day**

You must call the REACH Office @631-549-9417 during business hours (9am-5pm) with your weekly requests. Requests will only be taken for the present week. These requests are subject to space availability and there is no guarantee that your request will be accepted.

- **Cancelling a Scheduled Consistent Day (NEW) – Cancellation Fee Applies**

We encourage you to use our Online Schedule Change Form at www.reachcya.org to inform REACH if your child will **NOT BE ATTENDING** on a scheduled day. You may also call the REACH Office @631-549-9417 during business hours (9am-5pm). Emails regarding Cancelling a Scheduled Consistent Day will not be accepted.

Fees:

If you cancel a scheduled day you are responsible for a Cancellation Fee:

Up to 12pm Same Day:	\$7.50
Between 12-3pm Same Day:	\$10
After 3pm Same Day:	\$15

- **Permanent Schedule Changes during the school year** - must be made by email and received one week in advance to avoid Cancellation Fee. *Example: My child will no longer attend on Mondays.*

- **After School Child Care Inconsistent Schedule – Daily Fee \$17**

- You may request to use the program on an as-needed basis only **if space allows**.

- **There is no guarantee that a spot will be available for your child.**

- Requests will be taken by Telephone Only: Call the REACH Office @ 631-549-9417 during business hours (9am-5pm). **(NEW)**

- Schedule Change Requests can only be made:

- Minimum: Same day by 12:00pm.
- Weekly: Starting on Monday @9:00 am for the current week.

- **Cancelling a Scheduled Inconsistent Day (NEW) – Cancellation Fees Applies**

If you cancel a scheduled day you are responsible for a Cancellation Fee:

Up to 12pm Same Day:	\$7.50
Between 12-3pm Same Day:	\$10
After 3pm Same Day:	\$15