



Somerset Academy Bethany
ET EXCELLENTIAE SUPERBIA



Dear Parents/Guardians,

Thank you for choosing the Somerset Academy Bethany Aftercare Program for your childcare needs. We are looking forward to providing a positive experience for your family. This handbook contains information about our Aftercare policies and procedures. Refer to this handbook throughout the year to help answer any questions that may arise. If you should have any enrollment questions, please contact Nelia Tavaréz at tavaréz.nelia@somersetacademybethany.org. For payment questions, please contact Ginna Walker at walker.ginna@somersetcollegeprep.org and for all daily operational questions, please contact Blanca Díaz at díaz.blanca@somersetacademybethany.org. Our mission is to provide a safe, affordable, and quality childcare environment for our children and families.

Monday through Friday, Somerset Academy Bethany Aftercare provides after-school care from dismissal to 6:00 PM on all days that school is open. There is no Aftercare on days when students are off from school. The program will operate from the first day of school to the last day of school. Research from the National Center for Education Statistics and the RAND Corporation indicates that children who are engaged in learning and educational activities after school behave better in school, exhibit improved work habits, develop higher educational aspirations, improve their attitude towards school, have a greater sense of belonging in the community, and improve their relationships with parents. We hope that you take advantage of our Aftercare program. If we can answer any further questions, please do not hesitate to ask.

Sincerely,

Somerset Academy Bethany Aftercare Program

Somerset Academy Bethany Enrichment Aftercare Program Expectations and Behavior Plan

Dear Parents and Guardians,

We are glad that you have chosen to enroll your child in Somerset Academy Bethany Aftercare Program. We would like for all our families to understand the expectations that our staff will have and the behavioral plan that will be in place for your child. These expectations were developed to help your child have a positive and successful experience while participating in the Aftercare Program.

EXPECTATIONS

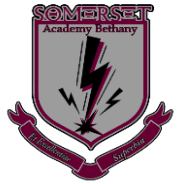
- 1. BE PREPARED:** Each student is expected to bring homework and all resources needed to complete homework, such as handouts, textbooks, paper, pencils, etc.
- 2. BE RESPECTFUL:** Each student is expected to be respectful and kind to all staff, self, peers, and property.
- 3. FOLLOW BASIC RULES:**
 - a. Walking feet while inside
 - b. INSIDE voices, while inside
 - c. **Absolutely NO CELL PHONE (or tablet) usage in aftercare,**
 - d. All students in K-2 going to the restroom will travel in pairs.
- 4. WORK QUALITY:** During homework time, students should work quietly to complete their work and if they finish early, they should provide other students with the same opportunity for a quiet work time. If homework is finished before time is called, other quiet work may be completed (i.e.: reading, coloring, etc.).

In the event your child is having a difficult time meeting the program expectations, the following behavioral plan will be implemented to help create the best possible environment for your child and the other students in the program.



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BEHAVIORAL PLAN

1. **WARNING:** If your child is not following the directions of a staff member, a verbal warning will be given to your child, indicating they have a choice to follow directions or "take five," where they will sit apart from the group for five minutes. Sometimes a little break from the activity will help students regroup and regain focus.
2. **TIME OUT:** If your child continues to choose not to follow the directions of a staff member, the staff member will let your child know that he or she needs to take an age-appropriate time out. Age = minutes apart from the group, I.E., 7 years old = seven minutes of time out.
3. **INCIDENT REPORT (TRY AGAIN TOMORROW):** If the behavior continues after the Time Out, your child will not be able to participate in any group activities that are occurring for the remainder of the day. They will be sent to the main office, and the office will call the parent/guardian. Student will remain in the office until a parent/guardian arrives. Student will also receive an Incident Report to be signed by the parent/guardian. We hope that your child will learn from the consequences and will have a better day tomorrow.
4. **SUSPENSION:** If the behavior continues after the above consequences, the student will be suspended from the after-school care program, starting with one day and progress subsequently from there.
5. **DISMISSAL:** If your child chooses to continue not to follow directions, and receives more than 3 Incident Reports, they risk being dismissed from Somerset Academy Bethany After Care Program.

Our goal is to provide a supportive environment for all children. Please be assured that every effort will be made by staff to encourage positive choices for your child, and all staff members hope to work with you to create the best possible experience for your child in the Aftercare Program. Thank you for your support and the opportunity to work with your child during the school year.

Sincerely,

Somerset Academy Bethany Aftercare Program

Revised 06/18/2025

After School Care
Payment Schedule and Policy

Session	Payment Due Date	Session Dates	Tuition Dismissal until 6pm
August	July 25, 2025	Aug. 11 – Aug. 29, 2025	\$ 185
September	August 25, 2025	Sept. 2 – Sept. 30, 2025	\$ 185
October	September 25, 2025	Oct. 1 – Oct. 31, 2025	\$ 185
November	October 25, 2025	Nov. 3 – Nov. 21, 2025 **CLOSED FOR THANKSGIVING BREAK**	\$ 185
December	November 25, 2025	Dec. 1 – Dec. 19, 2025 **CLOSED FOR DEC. 19 th and WINTER BREAK**	\$ 185
January	December 25, 2025	Jan 6 – Jan 30, 2026	\$ 185
February	January 25, 2026	Feb. 2 – Feb. 27, 2026	\$ 185
March	February 25, 2026	Mar. 2 – Mar. 31, 2026 **CLOSED FOR SPRING BREAK**	\$ 185
April	March 25, 2026	Apr. 1 – Apr. 30, 2026	\$ 185
May	April 25, 2026	May 1 – June 2, 2026	\$ 185

FEES:

Registration: \$25 per student.

Tuition: \$1850 per year, \$185 monthly, \$1,480 if paid on or before the first day of school.

\$1 per minute late fee after 6:00 pm, due at time of pick-up in the form of cash or check.

\$25 late fee if payment made on or after the “late fee applied” date.

DISCOUNTS:

15% sibling discount when two (2) students are in a tuition-based program, Military and First Responders.

20% off if the year is paid in full on or before the first day of school.

POLICY:

Payments are due on the 25th of the month, prior to the month of service. There will be a late fee added on after the 5th of each month. **TUITION AND REGISTRATION FEES ARE NON-REFUNDABLE.** If you are late picking up your student two or more times within a one-month period, or have two or more late payments, we reserve the right to dismiss your student from the aftercare program. If a student receives three or more “behavior incident reports” we reserve the right to dismiss your student from the aftercare program. By registering a student in the aftercare program, you agree to these policies.

ACCEPTABLE PAYMENT:

Credit Cards only, through our school store.

UNFORSEEN CIRCUMSTANCES: If school closes unexpectedly, tuition will not be refunded. There will be a credit issued in the student’s name for when school resumes. If the year has been paid in full, a credit will be issued minus the months attended at full monthly tuition price.

Please sign and return the attached acknowledgment form.

I _____ understand and support the above
(Parent/Guardian Name)

expectations and a behavioral plan for my child, _____.
(Student's Name)

Parent/Guardian Signature

Date