

Family Last Name: _____

**Waukesha Catholic
Before & After School Care
WEEKLY PLANNER**

Week of Monday, _____ through Friday, _____

Please check this box if you would like this to be your PERMANENT SCHEDULE. Checking this box indicates this is the schedule your child(ren) will be attending each week, until further notice. Therefore, you will not need to complete a planner each week. If this schedule should change, you are responsible for submitting a new planner to the Director by the Thursday before care is needed.

SCHEDULES ARE DUE THURSDAY BY NOON for the following week. This is essential to plan for staffing.

Please indicate if a shuttle bus is needed for each child
W = St. William M = St. Mary

Name _____ Grade ___ - ___ AM (From ___ TO ___) PM (From ___ TO ___)
 Name _____ Grade ___ - ___ AM (From ___ TO ___) PM (From ___ TO ___)
 Name _____ Grade ___ - ___ AM (From ___ TO ___) PM (From ___ TO ___)
 Name _____ Grade ___ - ___ AM (From ___ TO ___) PM (From ___ TO ___)

	Monday	Tuesday	Wednesday	Thursday	Friday
Grades K5-8th					
BEFORE CARE					
AFTER CARE					
Grades K3 and K4					
BEFORE CARE					
WRAP-AROUND CARE (8:40-11:40)					
WRAP-AROUND CARE (11:40-3:40)					
AFTER CARE					

All Students *NOT* signed up for Aftercare will be sent home at 3:20/3:40 p.m. according to the instructions on file from the parents (Carline, Bus, etc.)

PLEASE NOTE: BEFORE CARE is anytime from 6:30-8:20/40AM, WRAP AROUND CARE (K3/K4 Students) is anytime from 8:40-3:40PM and AFTER CARE is anytime from 3:20/40-6:00PM and FULL DAY 6:30AM-6:00PM. (You will be billed for "actual time" for Before and After Care only - Wrap Care is a flat fee.)

Fees for Before/After Care

1st child 2nd child 3rd child 4th child
 \$6.⁵⁰/hr \$4.⁵⁰/hr \$3.⁵⁰/hr \$2.⁵⁰/hour

Fees for Wrap Care

K3/K4-AM(8:40-11:40) K3/K4-PM(11:40-3:40)
 \$15.00 \$20.00

Parent Signature: _____ Date signed: _____

Date Received:	Received by:
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Weekly Planner Example

Below is an example of a Weekly Planner. Planners must be submitted by Thursday for the following week. If your schedule is received after Thursday, fees may be imposed.

Joe, Bobby, and Carol Smith will be attending Before & After Care for the week of April 24-April 28th. Joe is in 4th grade, Bobby is in K4, and Carol is in K3. Please see the example below as to how to fill out the planner.

Week of Monday, April 24th through Friday, April 28th

Name Joe Smith Grade 4-1

Name Bobby Smith Grade K4

Name Carol Smith Grade K3

	Monday	Tuesday	Wednesday	Thursday	Friday
1st-5th Grade					
ATTENDING Before Care	Joe, Bobby, Carol	Joe, Bobby, Carol		Joe, Bobby, Carol	
ATTENDING After Care	Joe, Bobby, Carol	Joe, Bobby, Carol	Joe	Joe, Bobby, Carol	
Grades K3/K4/K5					
ATTENDING Before Care	Carol	Carol		Carol	
ATTENDING AM WrapAround Care	Carol		Carol		
ATTENDING PM WrapAround Care	Carol	Carol			
ATTENDING After Care		Carol		Carol	

All Students *NOT* signed up for Aftercare will be sent home at 3:20/3:40 p.m. according to the instructions on file from the parents (Carline, Bus, etc.)

PLEASE NOTE: BEFORE CARE is anytime from 6:30-8:20/40AM, WRAP AROUND CARE (K3/K4 Students) is anytime from 8:40-3:40PM and AFTER CARE is anytime from 3:20/40-6:00PM and FULL DAY 6:30AM-6:00PM. (Before and After Care is billed for "actual time"/hourly rate - Wrap Care is a flat fee.)