

ST. TIMOTHY SCHOOL
13809 POPLAR TREE ROAD
CHANTILLY, VA 20151

May 1, 2010

To the Parent/Guardian of _____

Welcome to the St. Timothy Extended Day Program!

Your child has been accepted to the Extended Day Program for the 2010-2011 school year. I have attached the required paperwork necessary for entrance into the program. Please note that this paperwork is required by the State of Virginia and is required to be on file in the Extended Day Program room before your student(s) attend. Please be sure to return all forms prior to their first day at Extended Day.

The packet includes the following forms:

- Parent Handbook Agreement
- Tuition Information and Agreement
- Permission for Emergency Care/Medical Information Form
- Enrollment Application

A completed copy of Virginia Health/Immunization Record is also required.

Please complete one Permission for Emergency Care Form and one Enrollment Application for each child enrolled in the Program. Please complete one Tuition Information and Agreement and one Parent Handbook Receipt Form for the family. Return all forms and the Health Record(s) to the school office, attention Extended Day.

There is a \$35 Registration fee per student.

The rates for 2010-2011 will be \$450 per month for nine months for full-time students. Part-time students will be charged \$35 per day/per child. Full-time students will be billed through your FACTS account – siblings will receive a 10% discount. Part-time students will be billed at the end of each month.

If you have any questions, please feel free to contact me at (703)378-1329.

Sincerely,

Carla Nash
Director, Extended Day