

PASS

Patriot After School Studio

PASS Registration Form 2022-2023



Our Metro Patriot Programs offers an after-school program for middle school students 6th through 8th grade called PASS (Patriot After School Studios) until 5:30pm only on days that school is in session for the entire day. Metro reserves the right to cancel PASS in the event of inclement weather. Our PASS program now offers the following things for our students:

- A daily snack
- Homework Contracts, staff to assist with homework and availability to use the school library when needed
- A regular daily schedule with time specifically designated for each objective and time allowed for free-time and center-based activities and physical activity time each day as well
- A variety of different Studios, or enrichment opportunities, offered on a quarterly basis (some are FREE to regular PASS attenders and other require an additional fee)
- Several special holiday or themed parties throughout the school year, just for FUN!

Our intention is for our programming to be purposeful and fun for both parents and students. We are truly committed to providing the BEST possible programming for our students and families.

Two PASS payment plans are available as listed below:

- 1. MONTHLY CONTRACT PLAN:** This plan is for students who will attend PASS on a regular basis. The total amount due per month is to be received by the 7th of each month. For your budgeting purposes, this payment plan starts in August and runs through May with 9½ monthly payments. The payment for August is 50% of a normal monthly payment and is due the first week of school. There are no refunds for any days not used in any month. There are three payment choices for the monthly contract option. Please select one option below. You may make changes to your contract in writing to the Patriot Programs Director before the end of any month for changes to take effect the next month.
 - Monthly Contract: 5 days/week \$190 per month
 - Monthly Contract: 3 days/week \$145 per month
 - Monthly Contract: 2 days/week \$110 per month
 - For 2 or 3 Days Monthly Contracts; please indicate which days of the week you plan for your student to attend: _____
- 2. OCCASIONAL DROP-IN PLAN:** The charge per day is \$15 per student, whether a student attends for only 20 minutes or for the full 2½ hours. This amount can be prepaid or billed at the end of the month. Prepaid balances will carry forward month to month. Balances will not carry over to the next school year. If you plan on using this drop-in option at any point in the school year, please be sure to turn in the registration form to make for an easier process in the event this service is needed.
 - Drop-In Contract; Please indicate which day/s of the week/month your plan for your student to attend. _____

IMPORTANT PASS POLICIES:

- ✓ Students should arrive at PASS no later than 3:25pm.
- ✓ Students will be checked in by a PASS staff member as they arrive. ANY STUDENT CHECKED IN WILL BE CHARGED FOR SERVICES.
- ✓ Students will not be released from the PASS program until an authorized person arrives on campus in the designated PASS pick-up area and texts/calls the phone number provided for PASS pick-up. (PASS Pick-Up Phone: 918-313-7343). Parents are responsible for notifying PASS with the names of those authorized to pick up students. Please notify the Patriot Programs Director in writing of any changes prior to pick-up.
- ✓ A daily snack is included in the cost of PASS tuition. Please contact the Patriot Programs Director regarding students who have special dietary needs or specific restrictions.
- ✓ Students will be asked to observe Metro’s rules while attending PASS, as well as the rules set for each activity planned by our PASS staff.
- ✓ Metro will charge a late fee for pick up after 5:30pm of \$2 per minute and after 5:40pm of \$3 per minute. Metro also reserves the right to dismiss any student from the program based on excessive late pick-up (more than 3 times per month or greater than 15 minutes), behavior/discipline issues, a past due account, or any other issues that may arise.
- ✓ Homework contracts are available by request to any parent. By using a homework contract, parents and students will work together and agree on the amount of homework each student will be committed to complete during PASS each day. PASS staff will work with students to be sure these contracts are honored. Changes can be made as needed, by parents.

I, _____, choose to enroll my student, _____, in Metro’s Middle School After School Program/PASS for the 2022-2023 school year beginning August 2022. I have read and agree to all the terms and policies of PASS listed above. I also understand that Metro Christian Academy reserves the right to relinquish a place for my student in PASS at the time my account becomes 1 month past due, and reserves the right to charge a \$25 late fee per invoice, in accordance with Metro’s school-wide financial policy, for accounts that are 30 or more days past due.

Parent/Guardian Signature

Date

Parent/Guardian Preferred Email Address

Parent/Guardian Preferred Contact Number(s)

Please list all additional persons (excluding mother and father) authorized to pick up your student from PASS, including older siblings you also wish to authorize for pick-up. Please list any additional pick-up notes or other special instructions.

Name

Relationship & Phone Number

Name

Relationship & Phone Number

Name

Relationship & Phone Number

Name

Relationship & Phone Number

Additional Notes: _____

