



1227 Westen St, Bowling Green, KY 42104 - [www.commed.us](http://www.commed.us) - Phone: 270-842-4281 - Fax: 270-842-0554

## **Before-School & After-School Programs 2021-2022 Information Sheet – Please Keep**

*Community Education of Bowling Green-Warren County will make every effort to keep students and staff healthy. However, with the believed easy transmission of COVID-19, influenza, and other communicable illnesses, we cannot ensure that your student will not be exposed to and contract a communicable illness.*

*Please understand that due to the nature of the COVID-19 situation, our programs are subject to closure should the need arise. Students may be required to wear a mask during programming.*

*Due to staffing shortage and state-regulated ratios (staff to students), we will not be able to provide one-on-one student services at this time. It has always been our objective to never exclude any student from participation, and we will make such services available as soon as circumstances allow.*

**FEE INFORMATION:** This information sheet is a courtesy and does not substitute for information in the Parent Handbook.

**Fee Schedule:** Monthly fees are due the 1<sup>st</sup> of each month even if school is not in session. You may pay online or contact the office to pay over the phone. You may also mail in your check, but at this time we are not accepting in person payments.

Late Fees: Monthly fees received in office after the 6<sup>th</sup> of the month will be charged a \$20 late fee.

Application Fee: \$30 per account (non-refundable). Account is established by adult responsible for payment.

Full Time Monthly Fee: After-school programs: \$135 per month  
Before-school programs: \$65 per month

Discounts: Sibling Discount: 25% off monthly fee for third student & subsequent students enrolled full-time

Part Time Fee: Not currently available.

Payable to: Community Education, 1227 Westen St., Bowling Green, KY 42104. Visit [www.commed.us](http://www.commed.us) or call 270-842-4281

Prorating: Fees are not prorated due to illness, vacation, or weather.

Reinstatement Fee: \$15 if students are dropped or withdrawn and reinstated within the same school year.

Non-Sufficient Funds Fee: \$35

**Sign In/Out Procedures:** There will be some changes in the sign in/out procedures for clients due to State regulations. The safety of students, staff, and clients is most important to us. We thank you for your understanding.

**All-Day Programs (If offered):** Typically, available for students in K-6 grades and the programs may run 7 a.m. to 5:30 p.m.: \$26 per day per student will apply to all-day programming offered during fall and spring breaks, professional development days, selected holidays, and snow days (See below). Breakfast and an afternoon snack will be provided. Parents may need to send a sack lunch and drink with their student(s). Students must be registered by deadlines in order to participate. A minimum number of students must be registered by the deadline in order for the program to be offered.

**Snow Day Program (If offered):** All-day programs are available for city and county snow days at various locations, depending on the school district. A separate, non-refundable \$30 enrollment fee per family is required to reserve spaces in those programs, which have limited availability. The Snow Day Program typically runs 7 a.m. to 5:30 p.m. and cost \$26 per day per student. Breakfast and an afternoon snack will be provided. Parents will need to send a sack lunch and drink with their student(s). Please mark the enrollment application accordingly if you wish to register your student(s) for that program and submit the additional enrollment fee.

**Middle school programs:** May be offered if enough interest is indicated. Please contact Community Education for more information.

**Personal Belongings:** Students are permitted to bring a personal water bottle for drinking. Anything left at site at the end of the day may be thrown away, including water bottles, lunch boxes, or any clothing. Students are not permitted to bring any personal items (action figures, dolls, games, Beyblades, Pokémon cards, etc.) or electronic devices that are not used for schoolwork (Nintendo DS, etc.) from home.

**Opening times for before-school programs:\***

Alvaton	6:30 a.m.	Jody Richards	6:30 a.m.
Briarwood	6:30 a.m.	Natcher	6:30 a.m.
Cumberland Trace	6:30 a.m.	Plano	6:30 a.m.
Jennings Creek	6:30 a.m.	Rich Pond	6:30 a.m.
		Rockfield	6:30 a.m.

**Closing times for after-school programs:\***

Alvaton	6 p.m.	Natcher	6 p.m.
BGJHS	5:30 p.m.	North Warren	6 p.m.
Briarwood	6 p.m.	Oakland @ Bristow	5:30 p.m.
Bristow	5:30 p.m.	Plano	6 p.m.
Cumberland Trace	6 p.m.	Potter Gray	5:30 p.m.
Dishman-McGinnis	5:30 p.m.	Rich Pond	6 p.m.
Jennings Creek	6 p.m.	Richardsville	6 p.m.
Jody Richards	6 p.m.	Rockfield	6 p.m.
Lost River	5:30 p.m.	T.C. Cherry	5:30 p.m.
McNeill	5:30 p.m.	Warren Elementary	<i>Program currently suspended due to low enrollment numbers.</i>

*\*Availability of before-school programs depends on the number of interested families and staff availability at each school. Please contact our office to inquire about the status of individual programs.*