



# OCONEE CHRISTIAN ACADEMY

150 His Way Circle ▪ Seneca, SC 29672 ▪ (864) 882-6925

[www.oconeechristian.org](http://www.oconeechristian.org) ▪ Accredited by Cognia & ACSI

## Oconee Christian Academy After School Enrichment Program

The Oconee Christian Academy (OCA) After-School Enrichment Program provides an enriched environment for students who need after school care. Students enjoy participating in various activities while in a controlled setting. This program offers homework supervision and assistance and provides a snack for the students. Enrichment hours are from after school until 5:30pm daily. Students not involved in a sport, club or other after school activity, who remain on campus after 3:15pm must be enrolled in the after-school program.

**Enrollment into the After-School Enrichment Program** is achieved by completing the ASEP enrollment form. The cost of the program is \$50.00 per week per student. Enrollment is only required for full-time attendance.

**Drop-In billing is \$15 per day.** All students not attending on a full-time basis are considered "drop-in." No enrollment is necessary for drop in status. If your elementary student is attending the After-School Enrichment Program that day, please alert the office and your child's teacher in the morning to let them know he/she will attend ASEP. **\*This is important so we can print off an Emergency Medical Form for the Emergency Notebook.**

\*By enrolling in ASEP you understand that you will be billed on a full time basis without regards to attendance. Once enrolled, a withdrawal form must be completed to change your ASEP status from full time to drop in. **Withdrawal Forms must be returned in writing to halt recurring charges.**

**Billing will be Invoiced by email from FACTS on the 5<sup>th</sup> of each Month and drafted on the 15<sup>th</sup>.** (*Drop-In billing is calculated in arrears each month.*)

### **Enrichment Program Pick-up:** (After 3:15pm)

Park near the elementary entrance. **Please text or call the ASEP phone at 864-614-6551** when you arrive to alert the ASEP Teacher to your arrival. Sign out your child in the ASEP notebook. Students will only be released to those listed in Gradelink as having permission to pick up the student.

**\*Students who remain after 5:30pm will be charged \$1 per minute until checked out.**

**On days your child does not attend ASEP:** If there is a day your child will not attend the program, please inform the classroom teacher and school receptionist and then go through the elementary carpool line to pick up your child at 2:45pm.

For questions or concerns regarding the After-School Enrichment Program, please email [contact@oconeechristian.org](mailto:contact@oconeechristian.org) or call the school at 864-882-6925.

Oconee Christian Academy exists to glorify God by nurturing students  
and equipping them to fulfill God's unique purpose for their lives.



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## After School Enrichment Program

### WITHDRAWAL FORM

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Homeroom Teacher: \_\_\_\_\_

*I wish to withdraw my child from the OCA After-School Program as of this date*

\_\_\_\_\_.

*I understand the weekly cost of the program will no longer be billed to my account but I will be charged the drop in rate when my student(s) utilize the program.*

\_\_\_\_\_  
*Parent Signature*

\_\_\_\_\_  
*Date*

Reason for withdrawal: \_\_\_\_\_

\_\_\_\_\_

**The ASEP program is perpetually billed weekly regardless of hours or days**

**attending until and unless a withdrawal form is received.**

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## ASEP Enrollment Form

\*The ASEP program is perpetually billed weekly regardless of hours or days attending until and unless a withdrawal form is received.

**\*Withdrawal Forms must be emailed or returned in writing to halt recurring charges.**

I have carefully read all the above information and understand and agree to its terms and would like to enroll my student(s) into the Oconee Christian Academy After School Enrichment Program.

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Parent Name (printed) \_\_\_\_\_ Date \_\_\_\_\_

Parent Name (signature) \_\_\_\_\_

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