

# PDLG Before & After School Experience Weekly Schedule

Full and part time schedules completed with dates and full payment are due by *Thursday* of each week at **BASE or Park District**

Child: Last Name \_\_\_\_\_ First Name \_\_\_\_\_ BASE School \_\_\_\_\_ Grade \_\_\_\_\_

Week(s) of: \_\_\_\_\_

*School at which child will attend BASE*

**\*\*Parents MUST sign students in and out every day**

**PLEASE BOX FOR EACH DAY ATTENDING UNDER TYPE OF CARE**

Date	Day	AM Week \$20	PM Week \$40	FT Wk \$60	FT Wk \$54 child 2	FT Wk \$50 child 3	FT Wk \$45 child 4
	Mon						
	Tues						
	Wed						
	Thurs						
	Fri						
<b>TOTALS</b>		<b>\$20</b>	<b>\$40</b>	<b>\$60</b>	<b>\$54</b>	<b>\$50</b>	<b>\$45</b>

### B.A.S.E. HOURS

**District 102** *Breakfast served between 7:30 and 7:55 am*

Before School AM	Monday – Friday	7:00am – 8:20am
After School PM	Mon, Tues, Thurs, Fri	3:15pm – 6:00pm
After School PM	Wednesday	2:30pm – 6:00pm

\*Forest Road: 6:30 AM early drop off & extended pick-up until 6:30 P

**St. Francis** *Breakfast served between 7:20 and 7:50 am*

Before School AM	Monday – Friday	6:45am – 8:00am
After School PM	Mon, Tues, Thurs, Fri	3:15pm – 6:00pm
After School PM	Wednesday	2:00pm – 6:00pm

Parent/Guardian Signature: \_\_\_\_\_

**FULL TIME *\*\*Multi child discount applies to full time families only***

<b>AM &amp; PM Week</b>	Monday – Friday	\$60.00	1 <sup>st</sup> child/week
Fee to attend 1 – 5 days		\$54.00	2 <sup>nd</sup> child/week
		\$50.00	3 <sup>rd</sup> child/week
		\$45.00	4 <sup>th</sup> child/week

**AM WEEK** Monday – Friday \$20.00 Fee to attend 1 – 5 mornings

**PM WEEK** Monday – Friday \$40.00 Fee to attend 1 – 5 afternoons

✓ **LATE SCHEDULE FEE:** Schedules are due on Thursdays at BASE or Park District for the following week of care. \$5/child late fee for schedules submitted Friday, Saturday or Sunday; \$10/child if submitted Monday; \$15/child if submitted Tuesday; \$20/child if submitted Wednesday or after. Monday or later subject to supervisor approval.

✓ **PAYMENT TYPES ACCEPTED:** checks @ BASE / checks, cash, credit cards @ PDLG  
 Make check payable to Park District of La Grange or PDLG  
*\*\$20 service charge for NSF checks, student may not attend until payment is received*

✓ **LATE PICK-UP FEE:** \$1 per minute or portion thereof per child, payable at time of pick-up

**School Phone Numbers**

Barnsdale	(708) 215-6858
Congress Park	(708) 215-6009
Cossitt	(708) 215-6205
Forest Road	(708) 215-6441
Ogden	(708) 215-6614
SFX-Main	(708) 800-6371
SFX-East	(708) 800-6370

**Superintendent of BASE**

**Leanna Hartung**  
 (708) 588-2233 direct line @ Park District  
 (708) 352-1762 Park District of La Grange

***If your child will miss a scheduled day you must contact your school's BASE supervisor to inform them of absence***

**OFFICE USE ONLY** Schedule submitted to:  BASE  PDLG Date \_\_\_\_\_

Staff Initials \_\_\_\_\_ Total Fee \_\_\_\_\_ Amount Pd \_\_\_\_\_

Payment Type:  cash  check # \_\_\_\_\_  Visa  MC  DS  Amex

Late schedule fee \_\_\_\_\_ Late pick-up fee \_\_\_\_\_

Balance due  Overpayment - this schedule \_\_\_\_\_

RecTrac entry: Initials/Date \_\_\_\_\_