



Olive and Vine Fox Students

- Olive and Vine will begin every morning starting at **7:00 am**. We kindly ask families to refrain from entering the building **before 7:00 am**. Please enter through the side door, not the porch door out front.
- Olive and Vine will end every afternoon at **4:30 pm**.
- We may have a day off when the St. Mary School System does not, please watch the calendar for these days. There will NOT be Olive and Vine on these days.
- If we have a **2-hour delay**, Olive and Vine **will begin at 9:00 am**.
- If we have a **3-hour delay**, Olive and Vine **will Begin at 10:00 am**.
- There will **NOT** be Olive and Vine after school on days with an early dismissal.
- A snack will be provided before and after school.
- Please inform me of your child's plan for attending Olive and Vine. **Fox Township Elementary School also needs to be informed** when your child is attending Olive and Vine after school. It is important that Fox Twp. is notified and has permission to release your child to St. Boniface Staff. Please inform me when your child is attending after school, so I have an accurate count of the children attending Olive and Vine from Fox Township Elementary.
- **Please also let me know if your original plans have changed throughout the day.** Text or call my cell phone **at 814-335-1698** with updates regarding changes such as whether your child is attending after school, or if someone else will be picking them up. It is essential to keep me updated on changes throughout the day that affect Olive and Vine attendance.
- If your child is walked over to Fox Township Elementary in the morning or picked up from Fox after school by St. Boniface staff, they are considered attending Olive and Vine.
- Invoices are sent home at the beginning of each month. Payment is due by the 10th of each month. Payments made after the 15th of the month will incur a late payment fee of \$25.00 if other arrangements are not made in advance.

Thank you for choosing St. Boniface Olive & Vine for your before and after school childcare needs.

Sincerely,

Amy Ginther