



BEFORE & AFTER SCHOOL CARE (BASC) 2025-2026

St. John Brebeuf School offers a supervised **Before & After School Care** program (**BASC**) to all registered students. This program is **optional** and begins the first full day of the school year and runs until the last full day of the school year.

Registration

To participate in the BASC program for the 2025-2026 school year, a completed **Before & After School Care Registration form (page 3)** must be handed in to the child's homeroom teacher no later than **Monday June 9, 2025**, and payments will commence in September. Students may not use the BASC program without submitting a registration form.

By registering in BASC all parents and students agree to abide by the BASC policies and procedures. Failure to do so will result in a child's suspension from BASC.

Program Options

There are two BASC programs offered

- **Option A** is for **regular daily use** for the school year starting in September until June.
- **Option B** (Punch Card) is for **casual or occasional use**.

(Please note students that are not yet registered in the program and requiring care will be charged a \$25.00 drop-in fee per child charged per session, am or pm. This includes all students not picked up by 3:30pm and required to go to BASC.)

Program Details

- **Security**

For security, the doors to the school are locked during school hours. However, the doors automatically unlock at 7:30 am to allow students into the Before School Program. A green light on the front door indicates that the door is unlocked and the Before School Program is open.

- **Safety**

Parents and caregivers share the responsibility with the school in ensuring a safe environment for our students.

- **Hours**

The hours of operation are 7:30 am - 8:30 am before school begins, and from 3:20 pm - 5:30 pm after school ends. On early dismissal days, these hours are extended in the afternoon from 2:00 pm – 5:30 pm.

- **Pick-ups/Drop-offs**

Students participating in the program **must be signed in and out by a BASC staff member**. BASC program is in the Parish Hall unless otherwise indicated. **Note: Depending on numbers, grade 7 & 8 students, may be in the junior high classrooms for after care.** Before Care drop off is through the Renfrew entrance. Aftercare pick up is accessed through the doors off the staff parking lot (unless otherwise indicated). **Note: for student safety, there is no pick-up from staff parking lot until 4:00 pm.**

- **Late Pick-ups**

In fairness and respect to the supervisors of our program, there is a charge if you are late in picking up your child(ren) after 5:30 pm. The cost is **\$10.00 PER CHILD per 10-minute increment**. Late pick-ups will be recorded by the supervisor and the charge will be added to your account.

- **Emergencies**

To reach a BASC supervisor during BASC, but outside school office hours, please dial 204-928-7458. **Do not leave a message.**

- **Questions**

Please contact Miss Lauren Anderson at basc@sjbcommunity.ca

Payment Information

- Completed forms must be submitted to the school by Monday June 9, 2025 for the following school year September 2025 - June 2026. Payment will be withdrawn beginning on or about September 15, 2025.
- Payment for Option A- BASC regular use is made by monthly PAD. Please supply a VOID cheque or printout of banking information only.**
For the purpose of calculating fees, an annual average has been calculated so that each month is exactly the same PAD from your bank account over the 10 school months. **Draws are on the 15th of each month.**
- Payment for Option B- BASC casual use is made by PAD. Please supply a VOID cheque or printout of banking information only.**
Punch card payments will be drawn from bank accounts as instructed by the BASC supervisor and on the 15th of each month.
- Refunds/Changes**
Option A covers all 10 months of the school year; parents are permitted one change in option per school year. Any change for the next month must be requested by before the 15th of the previous month, otherwise parents are responsible for fees for the next month.
- If for any reason your child attends BASC without being registered, there is a \$25.00 drop in fee payable at time of pick up by cash, cheque, or e-transfer to payments@sjbcommunity.ca
- Families with discounts, please note that tax receipts are issued equally for all children. Tax receipts will be issued for the calendar year by February 28th, 2026.
- BASC payments inquiries can be directed to Mr. Garcia at finance@sjbcommunity.ca

Option A- Regular Use

Regular daily use September through June.

Before School	Monthly Fee	After School	Monthly Fee	Before & After School	Monthly Fee
Child #1	\$100	Child #1	\$148	Child #1	\$233
Child #2 25% Discount	\$75	Child #2 25% Discount	\$111	Child #2 25% Discount	\$175
Child #3 50% Discount	\$50	Child #3 50% Discount	\$ 74	Child #3 50% Discount	\$116.50

e.g. Before School 2 Children: Monthly draw will be \$87.50 per child

e.g. BASC 3 Children: Monthly draw will be \$174.83 per child

Option B- Casual Use

Rate is \$140.00 per punch card. 10 usages per card.

- Must be purchased prior to students attending BASC.
- Punch cards can be used for all children in one family and any one session.
- Cards do not carry forward to next year.
- BASC supervisor will keep cards on file and let you know when they approach being full so you can choose whether to purchase another.

BASC REGISTRATION FORM

BASC Payment Questions can be directed to Mr. Garcia at finance@sjbcommunity.ca

FAMILY NAME: _____

STUDENT(S) NAME:

1 : _____

2 : _____

3 : _____

PLEASE CHECK ONE:

OPTION A: ☐ Before School ☐ After School ☐ Before & After School

OPTION B: ☐ Punch Card

PAYMENT INFORMATION:

Attach void cheque OR complete information below

Account Holder Name: _____

Bank Name: _____

Transit #: _____

Route #: _____

Account #: _____

By printing and signing below, the undersigned parent(s)/guardian(s) acknowledge that they have read, understood, and agree to be bound by the terms and conditions set for in pages 1 and 2 and all BASC policies and procedures.

print full name of parent

Date

PARENT SIGNATURE: _____