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REDWOOD PREPARATORY CHARTER  
**TIMBER WOLVES**

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1480 Ross Hill Road, Fortuna, CA 95540. (707) 682-6149

July 2024

Dear Parents,

Welcome to the afterschool program at Redwood Prep Charter School. Our program serves children TK-6<sup>th</sup> grade. Hopefully this letter will make a few things clear to you regarding attendance, payment and fee changes.

Redwood Prep's Afterschool program charges for each child to attend the program. These monies pay for staff wages and provide activities for your child. The fees are as follows per day: TK \$12.00; K \$10.00; Grade 1-6, \$8.00; minimum days, \$12.00 and drop in fee will be \$15.00. Siblings do receive a \$1.00 discount. Fees are assessed for days your child is signed up to attend. If you need payment assistance please contact Moe, we also work closely with Changing Tides.

**Minimum days** are scheduled for the following days in addition to every Friday. **(subject to change)**  
October-17<sup>th</sup>, November-18<sup>th</sup>,19<sup>th</sup>,20<sup>th</sup>,21<sup>st</sup>, March-3<sup>rd</sup>,4<sup>th</sup>,5<sup>th</sup>,6<sup>th</sup>, May-27<sup>th</sup>,28<sup>th</sup>,29<sup>th</sup>

**Early closing days:** Afterschool will be closing at 3:00pm on the following Fridays. **(subject to change)**  
November-22<sup>nd</sup>, December-20<sup>th</sup>, February-14<sup>th</sup>, April-11<sup>th</sup>, May 30<sup>th</sup> no Afterschool

At the beginning of each month, you will receive an invoice by email. Invoices are due in full by the 20<sup>th</sup> of that month. After the 20<sup>th</sup> a \$10.00 late fee will be added. Your child will not be able to attend the program if your invoice is not paid in full by the first of the following month.

**Method of payment:**

Drop box in the Afterschool room. Please put cash or check in sealed envelope, which will be provided, and place in the secured lock box located in the Afterschool room. Please make all checks out to DIBI.

We want to remind all parents that the Afterschool program ends promptly at 6:00pm M-Th and 5:30pm on Fridays. Please be on time to pick up your child(ren). Late fees will be enforced for picking up your child after closing time. Please be considerate of the staff that dedicates their time to your children.

**LATE FEES (charges are per each child)**

M-TH 6:01pm-6:15pm – charge \$10.00 6:15pm and on -\$20.00

F- 5:31pm-5:45pm- charge \$10.00 5:45pm and on-\$20.00

Please fill out, sign and return the four attached forms when enrolling your child.

If you have any questions, please email me at [mholt@redwoodprep.org](mailto:mholt@redwoodprep.org)

Sincerely,

Monica(Moe)Holt

Afterschool Coordinator/Operations Manager