Masterminds After School

The Masterminds program begins the first day of school, Monday, August 14th, and will be in operation every regular school day until December 14th. Hours of the program are from the time of school dismissal until 6:00 p.m. on regular school days and until 5:00 p.m. on half days or special care days. Masterminds is held in the Windland Smith Rice Library. Middle Students should check in with a Masterminds staff member no later than 3:30 p.m. Middle school students have free time until 4:00 p.m. when quiet homework and study time begins. Upper school girls set their own pace of study in the afternoons. Snacks are provided for all students.

Enrichment Classes

A variety of enrichment classes are offered each semester. There is no additional charge for Masterminds if your daughter stays after school for an enrichment class unless she needs to drop in when the class is over. For example; if your daughter is registered for a yoga class that starts at 4:30 p.m., she will come to Masterminds at school dismissal, enjoy a snack and be able to work on homework until her enrichment activity begins. As long as students are picked up immediately when the enrichment class is over, there is no additional charge.

Policies and Procedures

All policies and procedures expressed in the St. Mary’s Student Handbook apply to the Pursuits After 3/Masterminds program.

PICK-UP AUTHORIZATION: Only adults designated on the registration form will be allowed to pick-up children from the program. Written authorization is required for pick-up from someone other than those listed on the registration form. The parent or authorized adult to whom the child is being released must sign the child’s time sheet and record the time.

HOLIDAYS AND INCLEMENT WEATHER: Pursuits After 3 will not be available on school holidays or days that the school is closed due to hazardous weather conditions.

LATE PICK-UP POLICY: It is important that students be picked-up promptly at the end of their classes. Children not picked up within 15 minutes of the end of class will be checked into Pursuits and charged a drop-in fee. Students attending Masterminds must be picked up promptly at 6:00 p.m. Parents will be charged a fee of $2 per minute for the first 10 minutes. After 10 minutes, a late fee of $5 per minute will be charged. All late fees must be paid at the time of pick-up. If a student is picked up late more than three times in a semester, St. Mary’s reserves the right to dismiss that student from the Masterminds program.

ENRICHMENT CLASS FEES: A non-refundable deposit of $25 per class is due at the time of registration. Registrations will not be accepted without a deposit, which is applied to the balance of the class. All fees are due in full at the start of each class. Registrations will be accepted after the deadline if the class is not full; however, fees will not be prorated.

Important Numbers

Laura Hutton, Hughes Learning Center Director 537-1419
Kacie O’Kelley, Business Manager 537-1415
Rachael Scarbrough, Pursuits Marketing/Masterminds Administrator 537-3150

The Masterminds Line After 3, call 901-490-3932

www.stmarysschool.org

To register for the Masterminds program, visit us online at www.stmarysschool.org/pursuits or call our office at 537-1415.
Student Name ________________________________________________________________ Grade ______________

Parent(s) Name ________________________________________________________

Address ________________________________________________________________ City/State/Zip _____________________________

Home Phone __________________________ Email ______________________________________________

Day Phone (mother) __________________________ Day Phone (father) __________________________

Emergency Contact: __________________________ Phone __________________________

Please list any physical restrictions/allergies __________________________________________________

Annual Registration Fee for Pursuits is $20 per student

**Masterminds (5th-8th)**

_____ 5 days per week at $225 per month (Aug. & Dec. $112.50 per month)

_____ 3 days per week at $195 per month (Aug. & Dec. $97.50 per month)

_____ Drop-in only basis at $20 per visit

_____ Semester 5 days per week - $875.00

_____ Semester 3 days per week - $760.00

Monday _____ Tuesday _____ Wednesday _____ Thursday _____ Friday _____

Return forms before August 14th to the St. Mary’s Pursuits Office, 41 N. Perkins, Memphis, TN 38117

*For Upper School (9th-12th) semester pricing please contact the Pursuits/Masterminds office at 901-537-1415

**-Remember-**

State law mandates that each care participant must have an updated registration form on file in the Pursuits Office. If you have already turned in a form this school year, you do not have to fill out the following page.

I affirm that, except as indicated, my child is in good health and able to participate in all Pursuits related activities. With the understanding that safety standards will be met, I release the St. Mary's Pursuits Program and St. Mary's Episcopal School from possible claims for injury to person or property which may arise from participation in activities, and I hereby covenant and agree to hold harmless St. Mary's Episcopal School, its employees, agents or representatives from any claim, liability or expense arising out of or in any way connected with any alleged incident or injury resulting from such participation.

In the event of a medical emergency, if either parent or the emergency contact is not available, I give St. Mary's Episcopal school permission to transport my child to a medical emergency room for treatment. I also give permission for my child to participate in any field trips included in the activities for which she is registered.
St. Mary’s Episcopal School
Masterminds
2017-2018
Pick-up Permission Slip

Student’s Name _________________________________

The following people have my/our permission to pick up my/our children from the St. Mary’s Masterminds Program:

1. ______________________________________________________ Phone ________________________
2. ______________________________________________________ Phone ________________________
3. ______________________________________________________ Phone ________________________
4. ______________________________________________________ Phone ________________________
5. ______________________________________________________ Phone ________________________

Parent/Guardian Signature_________________________________________________________________________