

Crew Updates

Hi families!

If I have not met you yet, I am Jennifer Rogers, the CREW Afterschool coordinator. My staff and I look forward to being with your children after school each day. Thank you so much for your interest in our program. The software system we use is ProCare. This system is accessible from your computer or through a mobile app for your phone. This system helps us register, receive messages and a newsletter, bill and make payments plus sign in/sign out.

For those of you who have attended CREW, I have your information and have entered you in the system. You should have received an invite to set up a parent profile by email. If I do not have an email on file for you, you will not be able to receive this email invite. I will try to check this weekend in order to prompt those who may need to send their email to me. Until you have a Procare account, please contact me by email at crew@themuseumschool.org.

You will have the option to choose a registration form based on your attendance plan. Remember that there is a \$25 fee per child to register. Then, we have tuition fees based on attendance. Our drop in/daily rate is \$25 and we also have two monthly options. Our holiday monthly option is for the months in which we have extended holiday breaks and it is \$225/month. Our regular monthly plan is for regular months without extended breaks and it is \$300/month. There are discounts! We offer one for siblings, one for staff members and one for educators. Each of these is 20% off. If you have multiple children, the discount will be applied to the additional children after the first child, who is full price. Financial assistance is available. These will be applied to your invoices as they pertain to your individual families. If you still need assistance, please contact Katherine Kelbaugh.

If you do not receive an invite to ProCare, you can search online for ProCare login (online version). On that webpage, you should be given a prompt to create an account. Our program is listed under the school's name, The Museum School of Avondale Estates. ProCare is used in a variety of settings in addition to schools. Please look for the version that is for schools, not day care, for example. Please reach out to me if you have any trouble or questions.

Payments can be made on the ProCare system. You can choose to pay by debit or credit card or by ACH payment with a bank account. If you choose to pay this way, there will be extra fees on top of the fees already mentioned above. For the bank transfer, it is a charge of \$1 per transaction for any amount. For the debit/credit card option, you will be charged 2.7% plus \$.30 per transaction. You may also pay by cash or check and we are able to receive your payment in our system as an alternative.

Thanks again for supporting CREW.

Jennifer Rogers
CREW Afterschool Coordinator