

BEFORE/AFTER SCHOOL CARE

DESCRIPTION

Good Shepherd Before and After School Care Program provides care for any Good Shepherd School student. Children are offered a variety of supervised activities including art, board games, free time, reading, computer, and athletic games. Our program is planned with the children in mind... a program we hope is fun, exciting, and an overall learning experience.

TIMES

6:30 a.m. – 7:45 *a.m. Before School Care

2:40 p.m. – 6:00 p.m. After School Care

6:30 a.m. – 6:00 p.m. Full Day Care (on select school release days)

*From 7:45 a.m. – 8:00 a.m. students are all supervised on the playground (or in inclement weather, in their classrooms).

REGISTRATION

A registration form will be sent home with every Good Shepherd School student around the middle of each month. The forms are also available online at the Good Shepherd School website. It is essentially a calendar where you check all the days your child needs care for the upcoming month. You may sign up for one day a week, two days a week, every day, or whatever works best for your family. Please make sure you fill out the form **every month or notify the school for the drop-in days** your son/daughter will attend.

There is a cost reduction for registration forms returned by the date listed on the form. Fees must be paid when the registration form is turned in. If you find you need care on a last minute basis, your child may attend, but there is no cost reduction.

COST (PER DAY)

If registration form is returned **on or before the deadline on each calendar** the cost is:

\$3.00	Before School Care
\$7.00	After School Care
\$25.00	Full Day Care

BEFORE/AFTER SCHOOL CARE

If registration form is returned **after the deadline stated on each calendar** the cost is:

\$5.00	Before School Care
\$10.00	After School Care
\$30.00	Full Day Care

- ◆ **IF STUDENTS ARE PICKED UP AFTER 6:00 P.M., THE FEE IS \$1.00 PER MINUTE.**
- ◆ **IF PAYMENT IS NOT MADE BEFORE OR ON THE DATE YOUR CHILD ATTENDS, A \$15.00 LATE FEE WILL BE ADDED TO YOUR ACCOUNT.**

ABSENCES

There are **no credits for absences unless we are notified within 24 hours beforehand** that your child will not be attending. Contact Kim Whitehouse if you know your child will be absent.

BREAKFAST/SNACKS

Breakfast will be offered to all children in Before School Care who arrive before 7:30 a.m. An after school snack is provided for all children in After School Care at 2:40 p.m. These are included in the registration fees. If you would like to send a snack with your child, please make sure it is a fruit or vegetable, candy will not be allowed.

ITEMS FROM HOME

Each child will have a basket to put their belongings in. Each child is responsible for keeping track of their backpack, outdoor wear, and play cloths. Please do not send toys from home with your child to school care. We have found that many times these toys are misplaced or broken. This can lead to an unpleasant experience for your child. If you feel that an exception needs to be made for your child, please contact Kim Whitehouse.

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HOMEWORK ROOM

There is a quiet, monitored room for students to work on their homework every Monday – Thursday from 2:45 – 3:30 p.m. Students in grades 1-6 will do homework room. If students finish their homework, they can read a book. Please note that the student, not the teacher monitoring the room, is responsible for making sure homework gets done.

CHILD DROP-OFF (BEFORE SCHOOL CARE)

If your child was not signed up, they may still “drop in” (no prior notice required) to Before School Care. Please plan to pay for the \$5 Before School Care fee at the time you drop the child off.

You are welcome to come in with your child. Some older children prefer to walk in alone. For your child’s safety, please wait until they give you a prearranged signal that the supervisor is there and all is well. (Simply seeing the door is unlocked does not mean child supervision exists).

CHILD PICK-UP (AFTER SCHOOL CARE)

When you pick your child up, please sign your child out. If someone other than yourself will be picking your child up, send a written note so we can release your child to that person. **Please plan to make payment when picking up your child** if you have not already paid in advance.

For each student’s safety, please DO NOT park in the restricted areas or pull all the way up to the door when picking up your child.

WHO TO CONTACT

If you have any additional questions about Before or After School Care, feel free to contact our program coordinator:

Kim Whitehouse: 763-545-4285 ext. 815 or Kimwhitehouse@gsgvschool.org