

St. Aloysius Extended Care

Preface

An extension program is defined as before/after school care for regularly enrolled TK-8th grade children during the school year. It is staffed by school personnel and can operate legally only on days when school is in session.

A summer program operates for enrolled students and parishioners, including incoming kindergartners.

Philosophy

The Extended Care Program is designed to support and supplement the family by providing quality care that promotes the students' physical, social, emotional, and cognitive development in a structured environment by a nurturing staff. It serves families who desire both parochial school education and supplementary extended care in a Catholic environment for children enrolled at St. Aloysius School. It provides supervision, recreation, and enrichment activities.

Enrollment Procedures

Payment of the non-refundable registration fee and completion of the registration forms are required before a child can participate in the Extended Care Program. Registration forms are available in the school office.

Fees

Registration Fee

Before-School Care	\$7 per child
After-School Care	\$12 per child

Before-School Care

Regular Schedule	\$2 per day per child, paid in advance
Winter Schedule	\$4 per day per child, paid in advance

After-School Care

Regular/Winter Schedule	\$8 per day per child, paid in advance
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Each child has a card with the amount of paid days marked. When the card is nearing the end, a note is sent to the parents advising them to purchase more days. There is also a monthly rate which averages \$30 a month for morning care and \$80 a month for after-school care or \$100 for both. This changes according to the number of school days in the month.

Facility

The program uses the former convent. Designated areas are set up for games, homework, craft projects, and snacks. Supervised outdoor activities are provided.

Hours of Operation

The program is open from 7:30 A.M. - 7:55 A.M. on the regular schedule and 7:30 A.M. - 8:50 A.M. on the winter schedule. It is open from 3:00 P.M. - 5:30 P.M. after school. The program is open on minimum days.

Injury and Illness

First Aid will be administered for minor injuries. For injuries of a more serious nature, staff will follow instructions given on the registration/emergency card.

Parents will be asked to pick up their children if they become ill.

Snack policy

Children will need to bring their own snacks or purchase them at the student store before signing in to the extended care facility. We do sell bags of popcorn for \$.25 each. On occasion, we do have special treats.

Toys

Bringing personal toys is discouraged. Children who bring personal toys must take full responsibility for their toys; staff cannot be responsible for damaged toys. Toys must be approved by the director and must be shared with others.

Parental Responsibilities

Parents are required to complete the registration/emergency card and to follow the instructions. At least two local contacts must be listed on the card,

Parents must pick up their children at the extended care building. Children who are playing on the yard will be called to come in. Extended care staff cannot be responsible for children whose parents take them without notifying the staff. Staff will release children only from the building, and they will release children only to anyone listed on the registration/emergency card.

Parents must pay all fees promptly.

Parents must pick up children no later than 5:30 P.M. The school clock in the office is the official time. Parents will be charged a late fee of \$1.00 per child for each minute past 5:30 P.M. Staff members are employed only until 5:30 P.M. Parents are asked to be prompt about picking up their children.

Expectations for Children's Behavior

As members of a Catholic and caring community, the children will be expected to respect the staff, one another, and the materials and environment provided. They must never leave the building or grounds without the explicit permission of the staff. They are expected to report to the building promptly after school. The discipline policy of the school is applicable to the Extended Care Program.

Extended Care Phone

Parents may use the school phone number, 686-6250, to contact their child. The program director, Colleen Rocha, can be reached at 799-1238.