

Prince of Peace School's Outline of the After School Care Program

Prince of Peace's onsite After School Care program provides a safe, loving, Christian atmosphere. Working parents or those who just need to take advantage of the program on a drop-in basis will find it to be a good option for their children during after school hours. Should you be interested in having your child participate in this, the program information is listed below. Although we don't anticipate any changes to what is described below, it is possible that change(s) could be made throughout the year for the improvement of the program. You will always be made aware of any changes.

2007-08 Rates/Billing

The fee is based on a flat rate and not an hourly basis. The daily fee for attendance is \$7.50 for contracted After School Care and \$10.75 for drop in (not contracted). If you want to be contracted, you will need to have your child attend After School Care at least 5 days per month. With a contract, Morning School Care will be free. Invoices will be mailed at the end of every month and will be due by the 15th of the following month. If you are in a sport and need After School Care before a sport practice, you will not need to sign a contract. Call the office to let them know that you need this program for your child during the certain sport event. You will be billed for the contracted fee, not the drop in fee.

Attendance Policy

After School Care is open each school day until 5:30 p.m. Each family will be asked to return a monthly calendar of planned attendance. This is necessary for activity and staff planning. First and foremost, your child's safety is our utmost concern. For this reason it is necessary for parents to contact the school should schedules change (as we know they do). Families who contact the office about changes will not be charged for the no shows. The Teachers will send the children that are signed up for After School Care immediately to the lunch room to get signed in. After School Care staff will go look for any student that did not get signed in.

Rules/Expectations

The health and safety of your child is our top priority. In order to maintain a safe and enjoyable atmosphere at After School Care, the children are expected to follow the rules that have been established for this program and respect others. The After School Care Staff will document any inappropriate behavior using the Incident Report. If frequent discipline concerns arise, a meeting will be scheduled for parents, school staff and child.

Activities

This program is designed to include the use of the lunch room, the gym and if weather permitting the playground. Gym shoes are required to play in the gym (same requirements as for PE). Special activities will also be planned. (Activity suggestions are always welcomed).

Snacks

A variety of snacks will be provided daily. A beverage is also served. Snacks will be eaten in the lunch room at a designated time. Payment is not reduced if children choose not to have a snack.

Closing

After School Care will be canceled when school is canceled due to weather. After School Care on early dismissal days will be determined per need. There will be no After School Care when school is not in session.

Pick Up

Students must be picked up by 5:30 p.m. After two late pick-ups, an additional \$3.00 will be charged per 15 minutes. Please call 251-1477 ex. 112 if you are going to be late.

Security/Safety

Any time a child needs to go to the bathroom, they will do so on a "buddy system" basis. The pick up door will be located on the east side of the building which enters directly into the lunch room. See Security guidelines. (Currently in process of implementation)