

## **EXTENDED CARE**

Extended Care will be available as scheduled on the school calendar. Any student arriving before 7:30 a.m. will be placed in before-school care. Any student preschool-6<sup>th</sup> grade remaining 15 minutes after dismissal will be placed in after-school care. Any 7<sup>th</sup>-12<sup>th</sup> grade student remaining 15 minutes after the dismissal bell should report to after school study hall. There is a fee for these services.

### **AFTER-SCHOOL CARE (GRADES K-6)**

Care for our students is provided from the end of the school day until 6:00 p.m. for a fee. Registration papers and fee schedules are available in the registration packet and in the school office. Reservations for this service should be made in advance. Late fees will be assessed for children not picked up by 6:00 p.m. in the amount of \$10 per child for every 10 minute increment after 6:00 p.m. 3K and 4K students must be picked up in their extended care classroom by authorized adults only; no siblings or other students. 3K and 4K students may not be called up to the office for dismissal. The SCA Academic Calendar will specify dates EC will be closed.

#### **After-School Sibling Care**

Parents wishing to pick up all children at the oldest child's dismissal time may send younger siblings to the after-school sibling care room for a fee of \$28 per month, plus an annual \$30 registration fee (registration paperwork must be completed). The oldest child should pick up the younger sibling(s) from the after-school sibling care room immediately after dismissal. (Sibling room is not available for 3K/4K students. 3K/4K students must be picked up by authorized adults). ALL students remaining in the sibling room past 3:30 will automatically be sent to Extended Care and charged the normal daily fee.

### **AFTER-SCHOOL STUDY HALL (GRADES 7-12)**

Care for 7<sup>th</sup>-12<sup>th</sup> grade students is provided from 15 minutes after the dismissal bell until 6:00 p.m. for a fee. Reservations for this service should be made in advance. This service will only be provided on full days of school. Any student remaining on campus 15 minutes after the dismissal bell, who is not under the direct supervision of a teacher, must report to study hall. This includes athletes waiting for a practice to begin. Athletes waiting for practice are not charged for the service, however siblings of athletes will be charged. Students may not hang out on the walking track, in the gym, parking lot, halls, or empty rooms while waiting for pick-up after the dismissal bell. It is simply not safe. Parents should not expect their children to hang out in the building or meet parents at a designated place after the 15 minute dismissal period. Students who remain at school 15 minutes past the dismissal bell must report to study hall. Late fees will be assessed for children not picked up by 6:00 p.m. The fee is \$10 for every 10 minute increment after 6:00 p.m. The SCA Academic Calendar will specify dates EC will be closed.

### **BEFORE-SCHOOL CARE**

Care for our students is provided from 7:00-7:30 a.m. for grades 5K-12 and 7:00-8:00 a.m. for 3K and 4K students for a nominal fee. This care is included in the fee for students enrolled in full-time after school care. Students in 3K/4K who arrive between 7:30 am and 8:15 am should be walked to the motor playroom by an adult.

### **BEHAVIOR**

Students are expected to behave with respect for the teacher and each other at all times while in Extended Care. The same rules of conduct apply for Extended Care hours as are expected during regular school hours. Students with unresolved behavior problems in Extended Care will not be allowed to remain in the program.

### **BILLING**

Extended Care fees are outlined on the *Extended Care Information* handout. Fees are billed at the same time as other SCA charges and due in full by the 20<sup>th</sup> of each month. A late fee of \$35 will be applied to any bill not paid by the 25<sup>th</sup> of the month. If the bill is not paid by the end of the month, then the student cannot return to Extended Care until the bill is paid in full. Late fees will be assessed for children not picked up by 6:00 p.m., in the amount

of \$10 for every 10 minute increment after 6:00 p.m. A change in billing preferences may only be made once throughout the current school year.

### **DRESS CODE**

Students are expected to remain in school uniform (5K-8<sup>th</sup>) and school dress code (3K-4K, 9<sup>th</sup>-12<sup>th</sup>) while in Extended Care.

### **SUMMER CAMP**

Care for 3K-6<sup>th</sup> grade children is provided for a fee. This cost includes lunch, two snacks, and field trips. Parents will be provided information in advance of field trips. Care is provided from 7:00 a.m. – 6:00 p.m. Our staff is dedicated to making the camp a safe, exciting, Christ-centered experience for the students. Summer camp participants pay fees weekly on Monday for each week in attendance. Reservations for this service must be made in advance.

### **CELL PHONES AND ELECTRONIC EQUIPMENT**

The same rules that apply to cell phones and electronic devices during the school day also apply during Extended Care.