

WELCOME TO HAPPY HEARTS LEARNING CENTER



Parent handbook and Admission Agreement

We would like to take a moment to thank you for choosing Happy Hearts Learning Center. As parents of six, we truly understand the importance of finding providers you can trust. We understand that maintaining a clean environment is necessary to ensure that children are as healthy as possible and that our childcare center feels wonderful for our little ones to be a part of every day. Happy Hearts Learning Center exists to provide a safe, developmentally appropriate environment for toddler and preschool aged children. Our focus is to provide a stimulating early care and physical and cognitive development. Our goal is to support children's desire to be life-long learners.

Happy Hearts Learning Center provides a safe, caring and fun environment for your child/children. Our staff must complete an extensive qualification and hiring process to ensure we have the best for your little ones. We offer infant through school aged care. Our toddler program includes kindergarten readiness. Happy Hearts Learning Center provides age-appropriate educational lessons, circle time, art projects, music time, Spring gardening, outside play, field trips and much more!

We look forward to the days we will have together at Happy Hearts Learning Center.

Sincerely, Scott and Christina Yaeger, Owners

Happy Hearts Learning Center
2490 S Cloverdale Road, Boise, ID 83709

Email: happyheartsboise@gmail.com

CHILD INFORMATION

Start Date: _____

Waiting List Date: _____

1. Child's Name _____ DOB _____

2. Child's Name _____ DOB _____

3. Child's Name _____ DOB _____

4. Child's Name _____ DOB _____

PARENT INFORMATION

Mother/ Guardian Name: _____ S.S# _____

S.S# is required for all families on the Idaho Childcare Program

Address: _____ City/Zip Code _____

Cell Phone # _____ Cell Phone Carrier _____

E-mail Address _____

Used for Text Message reminders or Center updates.

Employer _____, Employer Phone# _____

S.S# is required for all families on the Idaho Childcare Program

Father / Guardian Name: _____ S.S # _____

Address: _____ City/Zip Code _____

Cell Phone # _____ Cell Phone Carrier _____

E-mail Address _____

Used for Text Message reminders or Center updates.

Employer _____, Employer Phone# _____

PARENTS ARE: Married: _____ Separated/Divorced: _____ Not Married: _____

(If there is a Custody Agreement with payment arrangements, HHLC will need a copy to keep on file). If no paperwork is on file, we cannot restrict the other Parent/ Guardian from picking up or making them pay.

Who will be responsible for the Childcare Payments? _____

Are you enrolled in Idaho Childcare Program (ICCP)? Yes _____ No _____ If so, what is your Case Number? _____.

Child(ren's) Schedule:

Mon___ Tue___ Wed___ Thurs___ Fri___

Time: _____ to _____ ← This will help with scheduling the crew

Does your Child(ren) attend School? Yes___ No___

If so, what school do they attend? _____

What is your child's School Schedule: Please explain in detail...?

Please be advised... No School, Summer Break, Track Break, ½ Days, Early Release and Virtual Learning prices will be different than your normal billing price.

MEDICAL INFORMATION:

Does your child(ren) have any allergies to food or medications? Yes ___ No ___

If so, what is the allergy? _____.

Describe what happens to your child when they encounter this food, medication, or anything else they are allergic to. (i.e.) anaphylaxis, rash, swelling etc.... Please be as descriptive as possible.

Does your Child’s Allergy require an EPI PEN? Yes _____ No _____

Please provide an EPI PEN to be left at HHLC if your child needs one. You will need to fill out a Medication Request Form for the EPI PEN

*** Happy Hearts Learning Center WILL NOT administer medication to your child(ren) if it is their 1st dose. Failure to report that your child hasn’t already had one dose of medication at home will result in immediate termination of Childcare services with Happy Hearts Learning Center.

Pediatrician Name: _____ Pediatrician Phone # _____

Do you authorize Happy Hearts Learning Center to give medication as prescribed by parent’s instruction per our medical form policy, provided by HHLC? Yes ___ No ___

In the event of an emergency HHLC has my permission to seek medical attention for my child. If the Parent /Guardian or Emergency Contact cannot be reached, HHLC is hereby authorized to take whatever action deemed for the health and safety of the Child. I understand that in some medical situations it may be necessary to contact local emergency responders before the Parent/Guardian. I understand any medical, dental or hospital bills occurring because of an injury sustained by my child while in the care of HHLC is the responsibility of the Parent/Guardian.

Mother/Guardian _____ Date: _____

Father/Guardian _____ Date: _____

1. ENROLLMENT POLICIES AND TUITION RATES

Children between the ages of 4 weeks and 9 years of age (or up to 3rd grade with a sibling attending) are eligible for enrollment. Children may attend the center between the hours of 6:30 AM and 5:30 PM, Monday through Friday. During the parent interview and pre-admission process, we work with parents in determining the appropriate class placement for your child. We also collaborate with ICCP to ensure that families with varying circumstances have the best resources available to them to meet their needs.

- All documents must be completed and returned before enrollment is complete.
- To reserve and hold a spot for a child, who will be starting more than 7 days after enrollment, will be required to submit a \$100 nonrefundable deposit. This deposit will be applied towards your first tuition payment.
- We do not trade a scheduled day for another day. Parents may request to add a day or extend hours to a day, but approval will be based on availability and teacher to child ratios.
- Please note that tuition rates do not change in the event of a week including a holiday. Consequently, as much as we might like to, we cannot make allowance for any days missed in your regular attendance schedule.

The monthly fees are based on a 12-month average, considering that certain months have more or less days. All families will be required to have a card on file even if that is not your choice of payment method. *No refunds will be given unless approved by the Director.*

Tuition for full or part time childcare is based on one of the two following options:

Please write option 1 or option 2: -----

OPTION 1	OPTION 2
Fees to be paid in full on the 1st of each month. After the 1st, there will be an initial \$25 late fee and then a \$5 late fee per day thereafter. If the 1st falls on a weekend, the payment needs to be paid the Friday before. If payment is not received by the 5th of each month, Happy Hearts Learning Center will electronically transfer the monthly tuition and late fees with the credit card on file.	Option #2: Fees to be paid on a weekly basis and due by 6:00 pm on the Friday before the start of each week. After 6:00 pm, there will be a \$25 late fee and then a \$5 late fee per day thereafter.

CUSTOM BILLING ARRANGEMENT APPROVED BY THE DIRECTOR

All tuition is a flat rate and stays the same regardless of attendance, vacation days, snow days, holidays or hours that your child does not attend.

INFANT TO 2 YEARS OLD TUITION RATE	
2 DAYS A WEEK (\$75 +/- DAY)	\$150 WEEKLY OR \$650 MONTHLY
3 DAYS A WEEK (\$70 +/- DAY)	\$210 WEEKLY OR \$910 MONTHLY
4 DAYS A WEEK (\$65 +/- DAY)	\$260 WEEKLY OR \$1,126 MONTHLY
5 DAYS A WEEK (\$55 +/- DAY)	\$275 WEEKLY OR \$1,191 MONTHLY

AGES 2-9 YEARS OLD TUITION RATE	(School age summer, and breaks rates)
2 DAYS A WEEK (\$63 +/- DAY)	\$126 WEEKLY OR \$546 MONTHLY
3 DAYS A WEEK (\$56 +/- DAY)	\$168 WEEKLY OR \$728 MONTHLY
4 DAYS A WEEK (\$52 +/- DAY)	\$208 WEEKLY OR \$901 MONTHLY
5 DAYS A WEEK (\$50 +/- DAY)	\$250 WEEKLY OR \$1,083 MONTHLY

BEFORE & AFTER SCHOOL TUITION RATE	
3 DAYS A WEEK	\$129 WEEKLY OR \$516 MONTHLY
4 DAYS A WEEK	\$124 WEEKLY OR \$496 MONTHLY
5 DAYS A WEEK	\$117 WEEKLY OR \$468 MONTHLY

DROP IN CARE IS AVAILABLE BASED ON AVAILABILITY AND WILL BE CHARGED AT A RATE OF \$75 PER DAY.

A 5% discount is offered to families with more than one child enrolled. This applies to full-time enrollment only. A registration fee of \$95 per family is due once the director has assigned a start date. This is a one-time, non-refundable charge. If a child is withdrawn then re-enrolls at a later date, a second enrollment fee will be expected.

Acceptable payments are as follows:

1. ACH auto-draft to be processed through our online billing system. This can be a checking account or credit card. All payments will be automatically pulled prior to services. Credit cards are subject to a 3% processing fee which is paid to the third-party company.
2. Check payable to Happy Hearts Learning Center- for registration and hold fee.
3. ICCP- payments will be due on the 1st of every month.

Anyone who has not made prior arrangements and is late for pick up (after closing at 5:30 p.m.), will be charged an additional \$3 per minute. Families who pick up late more than 3x, in a 3-month period, will pay \$10 per minute. All late fees are expected by 6:00 p.m. the following day before child can attend the next day. This fee applies per family. Any check drawn on insufficient funds and are returned by your bank or declined credit or debit card payment will result in a \$25 service fee added to your account. Tuition rates are subject to change with a 30-day written notice.

2. WITHDRAWAL POLICY

A 30-day notice is required in writing before withdrawing a child from our center. Accounts must be paid in full before withdrawing. Any account past due at the time of disenrollment will be paid thru our electronic withdrawal option.

The Director at Happy Hearts Learning Center reserves the right to cancel the enrollment of a child at his/her discretion, or for the following possible reasons:

- Non-payment or excessive late payments of tuition and fees.
- Not observing the rules of the center as outlined in the parent agreement.
- Physical and/or verbal abuse by parents.
- Child's Behavior.

3. DROP OFF AND PICK UP POLICIES

Parents are expected to accompany their child into the center and their classrooms making sure the teacher physically sees you before you leave. Each family will have their own door code to enter the center. These door codes are not allowed to be shared with anyone unless approved by the Directors! We do this so we can ID everyone we have never seen before for the safety of the center and children.

The teachers are glad to assist you and your child at your drop-off time. Teachers, however, will not assume direct responsibility for your child until you are ready to leave. It is important for the teacher to keep a watchful eye on all the children in her care. You are welcome to stay for a few minutes and assist your child through this transition, we kindly ask that don't stay over 10 mins as this can cause a rough drop off for both kid and staff member, simply notify the classroom teacher when you are ready to leave, and the teacher will assist. Please remember if they are new to childcare it can take up to a month for them to adjust and be comfortable to be dropped off.

At the end of the day parents must come inside to pick up their child. Children will not be permitted to leave the building without an adult. Children will not be allowed to enter the parking lot alone. Remember only the individuals listed in the children's file, or a written permission note from the parent will be authorized to pick up your child. You may be asked to show a photo ID to staff who are not familiar with you. Anyone you authorize to pick up your child must also show a photo ID, (including grandparents). You may add or remove names of authorized adults allowed to pick-up your child at any time. Our main priority is to ensure the safety of each child. Remember to check your child's folders for items to take home and to talk to program staff about your child's day. Your child will be excited to see you when you walk in the door. At pick up please respectfully put away your cell phone and give your full attention to your child.

4. SCHOOL TRANSPORTATION

Transportation will be provided for PEPPER RIDGE school-age children only. If you plan on picking up your child from school please email or call the daycare letting us know you picked them up so the staff isn't waiting for them to come out, if you don't communicate you will be charged a \$20 find fee.

5. COMMUNICATION

Proper communication between our parents and the teachers and staff is extremely important. Parents will receive daily notifications which will include daily activities, photos, potty breaks and snack times. You are welcome to contact the staff at any time with questions, comments or concerns. Concerns about any aspect of our program, or your child's care, may be expressed to the Director and or Owner. Each child is provided with a cubby. Please check these daily for notes, newsletters, and crafts.

6. MEALS, SNACKS AND ALLERGIES

Meals will be provided by Happy Hearts Learning Center. We strive to provide healthy choices. Menus will be provided at the beginning of each month. Please bring a water bottle for your child daily. Happy Hearts Learning Center (HHLC) will provide water, orange juice on occasion and will have whole vitamin D milk available upon request. **Due to a large number of children with peanut allergies, we are a nut free center.** If there are dietary needs, or allergies, it is the parent's responsibility to notify both the Director and the classroom teacher. Parents will need to supply any special food required. An Allergy and Medical Action Plan must be documented if a child has an allergy or medical need.

Infant families must provide Fresh or Frozen breastmilk, formula, and baby food.

School-age children will need to bring a sack lunch during the no school days, breaks and park fieldtrips.

6. CUSTODY ORDERS

Until custody has been established by a court action, one parent may not limit the other from picking-up a child in our care. The center must be notified immediately of any changes in custody orders. Certified custody orders must be given to the Director.

7. IN-SERVICE TRAINING DAYS

It is important for the staff to have time to refresh on policies, procedures, prepare lessons, gather information from new laws and regulations or attend required training. To accomplish this, we include two in-service days per year. The dates will be on the center calendar, and we will be closed to children. Tuition is expected as normal.

8. UNEXPECTED CLOSINGS

On a rare occasion our center may be forced to close due to a situation beyond our control (e.g., power/electrical outage/snow days). Every attempt will be made to inform parents of an emergency closing. ***If West Ada school district calls a snow day, we are closed. Please check KTVB channel 7 for closures.**

9. HOLIDAYS

Happy Hearts Learning Center will be closed on the following holidays:

- New Year's Eve
- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Day After Thanksgiving
- Christmas Eve
- Christmas Day
- Day after Christmas

If a holiday falls on a Saturday, we will be closed the preceding Friday. If a holiday falls on a Sunday, we will be closed the following Monday.

10. CHILD ABUSE AND NEGLECT

Staff members are mandated reporters and are required by law to report any suspected child abuse or neglect.

11. TREASURES AND POSSESSIONS

Sometimes children need to bring a comfort item to use as a "bridge" between home and school. Staff will make every effort to keep track of these items but will not be held responsible if lost. When you are ready to wean your child, please communicate with your child's teacher so a consistent strategy between home and our center may be established. We encourage you to keep personal belongings and toys at home unless the teacher has scheduled a "show-n-tell" day. Please do not bring toy guns, gum, small toys, money or small candy. These items create situations that are not safe or harmonious. The center has sufficient activities to entertain and educate your child. Happy Hearts Learning Center will not be responsible for any lost or broken toys or items brought in.

12. CLOTHING

Because of the wide range of activities, it is recommended that children be dressed in washable, comfortable clothing. Plastic aprons will be provided by the center for art and water activities. Water activities, sand play, and occasional bathroom accidents necessitate that an extra set of clothing be always kept in a child's cubby. All extra clothing should be marked with the child's name and placed in a labeled Ziploc bag. Extra clothing should include underwear, socks, pants, and shirt. If wet or dirty clothes are sent home, please return a clean extra set of clothes the next morning.

13. DIAPERS & TOILET TRAINING

*All children must be potty trained by 3 years of age in order to move up into our three's classroom. If they aren't they will not move up till they are. It's a lot of work for our 3-year-old teacher to change/ potty train 10 kids. The Three's class is underwear only.

Parents supply all diapers and wipes. Please bring a backpack or bag at the beginning of the week with your child's supplies and take it home at the end of the week to refill. Our teachers are experienced in training young children in how to use the bathroom. It is essential that the parent and teacher communicate about the needs of the child and work together to make this developmental milestone positive and successful. We recommend that when in training, your child be dressed in "user-friendly" clothing. Overalls, zippers, multiples buttons and snaps are difficult for small children to manage--especially in a hurry! While toilet training, parents are to provide multiple sets of clothing. We do not allow the use of pull ups unless it has Velcro sides. Pull ups that do not attach/detach from the side require extra time to change clothes, socks, shoes etc. Parents are required to supply their child's diapers and wipes.

14. REST/NAP TIME

Rest/nap time will be from 12:00-2:00 pm every day. Each child will have their own cot to rest on. Parents provide a small blanket and small pillow for your child. These will be stored in your child's cubby and taken home at the end of each week to be washed and returned the following week.

15. PHOTOGRAPHS AND PUBLICITY

Photographs of the children in our programs may be taken from time to time and may appear on our Facebook site, Instagram, center website, brochures, advertising materials and/or educational trainings. Your permission for photographs of your child to be used without compensation, is part of this agreement. the photo release. Please notify the Director if you would like to opt out of

16. FIELD TRIPS

We will occasionally take classroom field trips to museums, parks, zoos, pumpkin farms, and other community places. All transportation will be provided by parents. Families will be notified prior to any trips involving transportation. Parents are required to assist with field trips (and other special events).

17. BIRTHDAY CELEBRATIONS

Parents are welcome to send in a treat to share with their child's classmates on birthdays or special occasions. Some children have strict allergy guidelines. Please inform your child's teacher in advance about what kind of treat you plan on bringing. This is for the safety of all the children. Ask your child's teacher for suggestions. Parents are always welcome at their child's birthday celebration.

18. HEALTH AND WELLNESS

You are the best judge of your child's health, and we trust you will not bring a sick child to the center. However, if while in our care your child becomes ill, displays an unknown rash, or acts out-of-character, your child's teacher will consult the Director and you may be called to come take your child home. When called, you (or an alternate emergency person) are expected to come immediately. This is to protect the health of your child and his/her classmates.

The following criteria will be considered in determining if your child must go home:

- Unknown rash.
- Fever of 100.0° or higher
- Highly contagious condition such as head lice, chicken pox, strep throat, pin worms, mumps, impetigo, conjunctivitis (pink eye), etc.
- Diarrhea or vomiting (more than two loose, watery stools). Consideration will be taken if your child is allergic to certain food/drink products or on medication.
- Persistent cough for an extended period of time.
- Runny nose with green or cloudy mucous.

Your child may return to the center after:

- In certain circumstances, obtaining written verification from a doctor.
- Fever-free for 24 hours without the aid of Tylenol, or other fever reducing medications.
- Diarrhea and vomiting free for 48 hours.
- In the case of chicken pox or HFM (Hand, Foot, Mouth), when all the lesions are scabbed over.
- In the case of head lice, following treatment and when all nits (eggs) are gone.
- In the case of a contagious illness, your child should take an antibiotic for 24 hours before returning.
- In the case of persistent cough, 24 hours without the aid of cough suppressants, or allergy medication.

If questions arise to the appropriateness of a child's return to the center, the final decision will be that of the Center Director. This helps prevent the spread of any illness. If prescription or over the counter medication needs to be given, a medication form must be completed by the parent and shall be provided information regarding the exact dosage amount and time to be given.

IMMUNIZATION POLICY- Happy Hearts Learning Center respects the right for parent's choice to vaccinate or not. If your family chooses to not vaccinate, or are on a delayed vaccine schedule, please complete a vaccine exemption form as part of the enrollment process.

19. INJURIES AND ACCIDENTS

Every consideration will be taken to ensure the safety of your child while in our care. Should an injury occur, a Minor Incident Report would be completed and signed by the Director or Teacher who witnessed the injury. A copy of this report will be sent home. A parent or guardian will be notified regarding any injury that occurs while your child is in our care. In the event of a major medical or dental emergency or accident, the center teacher or Director will call 911 first. The child will be transported to the hospital noted in your child's file (or the closest hospital). The parent/guardian will be called immediately.

20. CENTER HAPPENINGS

Happy Hearts Learning Center makes every attempt to keep parents up to date on happenings here at the center and in the community. Please observe the information bulletin board. It is the parents' responsibility to keep up to date by being aware and checking for updates. Together, as partners, we will be able to provide your child with a fun and safe learning environment. Families will have a chance to meet with other families and the teachers for events throughout the year. These gatherings are meant to provide a sense of community and to celebrate the families here at Happy Hearts Learning Center. Some examples of gatherings include Mother's Day, Father's Day, Grandparent's Day celebrations, along with preschool graduation in June. Dates and times to be announced.

21. DISCIPLINE AND GUIDANCE POLICY

Our goal is to encourage the children to become creative, independent, responsible, and socially mature human beings. This involves learning to make responsible choices and accepting the consequences of such choices. We will make every effort to work with the parent or guardian to ensure a cooperative approach for children having difficulties with behavior. We are here to serve and protect all our children. No corporal punishment or violation of personal rights are permitted at any time.

Examples of discipline approaches by the center staff include:

- Encouraging Positive Behavior
- Redirection- We might ask a child to help us or guide a child to a different area to play.
- Positive Reminder-Telling the children what we want them to do rather than using "no" or "don't."
- Renewal Time- Occasionally, a child needs to be removed from the situation for a brief break. This allows the child time to calm down and consider an alternate behavior.

A parent may be called at work or home at any time the child exhibits uncontrollable behavior that cannot be modified by the center's staff. The parent may be asked to come pick up the child immediately. The following steps may be taken regarding children who display chronic disruptive behavior, upsetting to the emotional or physical well-being of another child or an adult.

1. Initial conference with teacher and director
2. Second conference
3. Disenrollment depending on the severity

In consideration of allowing the previously declared participant(s) to begin participation in daycare center activities, while on the premise and property, the undersigned, for themselves, and/or being the legal and acting guardian of the participant(s), acting for themselves and on behalf of the participant(s), release and hold harmless Happy Hearts Learning Center, owners, employees and agents of and from any and all liability, claims, demands, and causes of action whatsoever, arising out of or related to any loss, damage, or injury, death, that may be sustained by the participant and/or the undersigned, while in or upon the premises upon which business is conducted or any premises under the control and supervision of its owners, officers, employees, or agents or in transportation route to or from any of the said premises, or while at any premise or place when activities sponsored by or participated in by Happy Hearts Learning Center.

Please carefully read, sign, and return the following form to the Center Director. I have read the Happy Hearts Learning Center Parent Handbook and agree to abide by all the policies and procedures therein. I agree to pay the following tuition amount and understand that these may change depending on schedule and rate adjustments during the course of enrollment.

Parent/Guardian Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____



Authorized Pick ups

ID on File?

Authorized Pickup name

Yes

No

1. _____

Yes

No

2. _____

Yes

No

3. _____

Yes

No

4. _____

Yes

No

5. _____

Yes

No

6. _____

If they're NOT on this list get a copy of their License. If they're on the list with NO ID, get a copy.

- ✓ **If someone picking up isn't listen, Call the parent, and ask for permission. If Parents/Guardians don't answer they will have to leave until approved by the parent.**
- ✓ **If they don't have proper Identification refuse pick up and have them return with Identification.**

INFANT INFORMATION SHEET (INFANTS ONLY!)

Child's Name: _____ Date of Birth: _____

Parent/Guardian Name's: _____

Eating Habits-

What does your Child Drink? Breastmilk: _____ Formula: _____ Whole Milk _____ (Given after 1 year of age by HHLC).

How many ounces does your Infant currently eat? _____.

How often does your Infant eat? _____.

Is your Infant eating: Baby Food _____ Table Food _____ N/A _____.

List any Baby Foods and or Table Foods your Infant has tried at home, prior to enrolling at HHLC-

_____.

If your Infant is eating Baby Food and Table Food what is their CURRENT Feeding Schedule?

Food @ _____ time Food @ _____ time Food @ _____ time

Sleeping Habits-

My child usually naps from _____ to _____ On Demand _____

Please explain in detail how your child sleeps:

_____.

Happy Heart Learning Center requests a fitted crib sheet and sleep sack instead of a blanket to follow Safe Sleep Practices.

Special Medical Considerations-

- ✓ Please List any Allergies or Intolerances your child may have: Make sure you explain in as much detail as possible!

- Will your Infant use a binky while attending HHLC? Yes _____ No _____

Binkies brought into the center with a clip on attached cannot use the clip them when they nap, to follow Safe Sleep Practices

- Is your Infant sensitive to a certain brand of Diaper and Or Wipes? Yes _____ No _____.

- Does your child have any distinguishing marks on their body, such as a birthmark, eczema patch, or Stork Bites/ Angel Kisses? Yes _____ No _____ If yes, please explain in detail

- What is the best way to sooth your Infant?

- Please tell us any other information you think will help with the transition to daycare.

PERMISSION TO PHOTOGRAPH

Parent and Guardians, as you may know Happy Hearts Learning Center has a Facebook Page and a Website that features our Classrooms and the activities in which we participate. We'll never label post with student's names and will only post your child(ren) pictures if we have photo permission. Please sign below to let us know if we do or do not have permission to post and use your child(ren) picture on the Website or Facebook page.

Thank you,
Happy Hearts Learning Center Staff

Permission to Photograph

Happy Hearts Learning Center **HAS** permission to place photos of my child(ren) participating in classroom activities on their Facebook and Website.

Child's Name: _____

Child's Name: _____

Parent Signature: _____

Happy Hearts Learning Center **DOES NOT** have permission to place photos of my Child(ren) participating in classroom activities on their Facebook or Website.

Child's Name: _____

Child's Name: _____

Parent Signature: _____

SCHOOL AGE ENROLLMENT

Child's Name: _____

School Attended: _____

We will only be offering two options for school age childcare. Unfortunately, we will not offer drop-in care for school-age children not signed up for full care.

Before/After School Care Only

This option will be for **ONLY** before and after school care, children will not be able to attend during no school days, holiday breaks or summer. Please select an option and circle what days care will be needed.

- o Before **AND** After School Care- MON TUE WED THUR FRI

Full Care- Before/After School and No School Days

This option is full care and will include all no school days, holiday breaks and summer. Please be advised even if your child does not attend you will still be charged. Please select days care will be needed.

- o Full Care- MON TUE WED THUR FRI

Parent Signature: _____

Date: _____