

ST. MICHAEL'S EXTENDED DAY CARE PROGRAM

The extended Day Care Program is a service provided for St. Michael's students four years of age and over as a convenience for parents and students. The following rules should be read and understood by each family.

- Extended care services include early morning care every weekday from 7:00 AM to 8:00 AM and after school care from 11:30 AM to 6:00 PM, Monday through Friday.
- All students left on campus unattended during these hours must sign in with the Extended Care Coordinator. If a parent is on the campus during these hours, it will be necessary for the child to be under the direct supervision of the parent.
- All parents must sign out with the Extended Care Coordinator when they pick up their child. If persons other than the parents are to sign out, prior written notification is required.
- The following areas are off limits without supervision: the front parking lot and church area, play areas, parish hall kitchen and multipurpose hall stage area. If a student wishes to visit or work in a classroom with a teacher, he/she must check in with the Extended Care Coordinator first for permission.
- The Extended Care Coordinator has the school emergency forms on file in the event you may need to be contacted. If the parent has an emergency after school hours, the Extended Care Coordinator can be reached at 679-6121.
- If disciplinary problems persist for any student, the Extended Care Coordinator will inform the Dean of Students, who will meet with the student and the parents.
- The rules for Extended Care are the same as those in effect during the regular school day and programs.

In order for the Extended Care Program to assist and benefit parents and students, it is essential that everyone be aware of and accept the above rules. Therefore, each participating family is asked to read, discuss and sign this form to show their understanding and commitment to the program.

I have read and discussed the Extended Care Program rules with my child/children and I accept them. I also understand that, if I have a child in pre-kindergarten through grade 8, if my child is not picked up within 15 minutes of his/her class dismissal, he/she will automatically be checked into Extended Care and my account will be charged the current rate for this service.

Signature of parent (s) _____

Name and Grade of Child/Children _____

Date _____