

Tuition/Registration fees

A yearly fee of **\$80.00 per child or \$150.00 per family is due at registration time.** This must be paid to be enrolled in the program. Tuition will be paid by draft on the 5th or 15th of the month unless other provisions have been made. If you ever have a problem, please notify the director.

EXTENDED CARE MONTHLY FEES

Before School	\$ 80.00 for one child \$202.00 for three or more children	\$143.00 for two children
After School I*	\$139.00 for one child \$367.00 for three or more children	\$253.00 for two children
After School II**	\$189.00 for one child \$517.00 for three or more children	\$353.00 for two children
Before and After I*	\$179.00 for one child \$487.00 for three or more children	\$333.00 for two children
Before and After II**	\$229.00 for one child \$637.00 for three or more children	\$433.00 for two children

I* - Pickup by 5:00 pm

II** - Pickup by 6:00 pm

Enrollment in Plan II is required upon 5th late pickup.

Late fees of \$10.00 per minute apply after 6:00 pm. (This is strongly enforced)

Drop-In use of Extended Care is available.

Before School - \$15.00; After School - \$15.00

Registration fee is required in order to use Drop-in Care.

Late Carpool

\$10.00 if not picked up by 3:30 pm.

For more information, contact

Sheena Gauthier, Director

751-0023

**MOST BLESSED SACRAMENT
CATHOLIC SCHOOL**

**2022-2023
EXTENDED CARE
HANDBOOK**



MBS

Most Blessed Sacrament

GENERAL INFORMATION

Only MBS students who are enrolled in Extended Care may attend.

Children will be released only to those persons authorized in writing by a parent or guardian. The authorized pick up list for school does not apply to Extended Care.

Hours of operation: 6:30 am - 6:00 pm. Please make arrangements to respect this time of closure. We recognize that problems will occasionally occur. Please do not abuse our understanding with consistently picking up your children late. **Anytime after 6:00 pm you will be charged \$2.00 per minute per child.**

A child in Extended Care may not be picked up before **3:10 pm**.

Attendance

Please inform us in writing of special circumstances that would prevent your child from reporting to Extended Care directly after school (i.e., Safety Patrol, Girl Scouts, field trips, band, clinic, tutoring, etc.). We take attendance in the afternoon and this knowledge will help us account for your child's whereabouts.

From time to time teachers request children's help in their classrooms after school. Please make it very clear that this is acceptable; however, it is necessary that they first report to Extended Care and let us know where they are.

Breakfast

Breakfast is available each day for those children who wish to eat. The charge, for breakfast (milk included), is set by the Diocesan Child Nutrition Program. Additional milk can be purchased for an additional fee. We ask that children wishing to eat arrive no later than 7:00 am.

Snacks

Nutritious snacks are provided by the Diocesan Child Nutrition Program.

Study Hall

An adult supervised study hall is available for the children on Monday-Thursday. Children usually go on an as needed basis. Please make your wishes known to your child. This is a perfect opportunity to complete homework.

Severe Weather: If school is dismissed early due to severe weather, we will stay with the children in the Ott Center only until parents have the opportunity to pick them up. This is for the safety of the children and staff members.

LOST & FOUND

Please label your children's sweatshirts, coats, uniforms, etc. Many items of clothing are left behind. If we can't identify their owner, the clothes go to the lost and found in the office.

CELL PHONES

Cell phones are not allowed at Extended Care

LEAVING EXTENDED CARE WITHOUT PERMISSION

For your child's personal safety, he/she is never to leave the facilities (Ott Center, gym or playground) without permission.

DISCIPLINE POLICY

As members of a Christian, caring community, the children will be expected to show respect for all members of the staff, each other, and the materials and environment provided.

DISRESPECT

Children are not to speak to staff members (staff is defined as adults and the high school and college students employed by Extended Care) in a rude manner. This includes yelling, disregarding or arguing with instructions given and talking back.

Making fun of each other will not be tolerated. No one likes to be ridiculed because of their looks, their speech or their differences.

There will be no intentional abuse or misuse of facilities and/or equipment. Children who choose not to follow rules will be given time out. Children who continue to make poor choices will have restricted activities. If poor behavior continues, a child may be subject to suspension or expulsion from the program.

Bullying or fighting are not tolerated and may result in suspension or expulsion from the Extended Care Program.

You have every right to expect a safe, fun environment for your children. These rules are made to protect those rights. We would very much appreciate your cooperation in enforcement of them. It is important that you bring it to our attention when you feel a problem is not adequately addressed. This will serve two purposes. Perhaps we are not aware of a troublesome situation. On the other hand, we are the ones here on a daily basis and generally see both sides of a confrontation. Very often you are only given 50 percent of the picture from your child's perspective.