



Daycare

Rules & Policies

NO Daycare on: *First Day, Friday, Aug 26th*
Last Day, Friday, June 22nd

Daycare Rates for 11-12

Charged in $\frac{1}{2}$ hour increments

1 child: \$4 per hour

2 children: \$6 per hour

3+ children: \$8 per hour

Late Fee: \$1/child/minute

To help us ... help your children have a safe, productive and enjoyable experience in our "Before and After" school Daycare program this year, please read and follow these rules and policies.

- **Morning Daycare is in room 8 from 7:00am until 8:00am;** Afternoon Daycare is on the schoolyard from 3:00pm and then in room 6 from about 5:00pm until 6:00pm.
- From 7:00-8:00am enter through the gate on Capps Street, next to the new Grade 8.
- ALL students, not in direct company of THEIR parent, who arrive prior to 8:00am or who remain after 3:15pm, **MUST** sign into daycare ... **this is not optional!**
- Please do NOT call the office to ask us to notify your child you will not arrive by 3:00pm, instruct them that ALL students remaining at 3:15pm ALWAYS need to sign into Daycare.
- Daycare ONLY provides a light snack at 4:15pm (at 2:00pm and 4:15pm on minimum days).
- "Homework Help" can only be provided by Daycare staff as daily circumstances allow.
- Parents must supply all necessary items needed for their child to do their homework.
- Students are only allowed to use their cell phones or **other electronic equipment** with the permission of the Daycare staff. Parents assume **ALL** risk for lost or broken electronics.
- Daycare closes promptly at 6:00pm! The late pick-up fee is \$1 per child, per minute!
- Every student (including Jr. High) must be signed out by an adult. **If you do not sign your child(ren) out, you will be billed for a minimum of one (1) hour.**
- Only those adults authorized by you on your child's *Daycare Emergency Information* form may sign your children out of Daycare. No verbal permission will be accepted except in an emergency. Be sure to update your information throughout the school year.

Every student should have a *Daycare Emergency Information* form on file with Daycare even if you aren't planning on ever using Daycare because emergencies do happen!

- To facilitate Daycare's ability to relay important information regarding your children to the adult signing them out, students will not be signed out if the adult is on a cell phone.
- Daycare billing is sent out after each month ends. Save your June statement to assist you in claiming your Dependent Care income tax credit for the following year.
- Your Daycare account **MUST** be kept current, failure to do so will result in suspension of Daycare service until your account is paid in full.

Daycare Phone: 619-279-3477

Daycare Director: Lisa Huch Laughter

Daycare Supervisors: Jonathan or Victoria Laughter

Primary Caregiver: Guillermo "Memo" Hernandez

Daycare Billing: Betty Jaime 619-297-1314

