

Prince of Peace School's Outline of the Before School Care program 2014 - 2015

Prince of Peace's onsite Before School Care program provides a safe, loving, Christian atmosphere. Working parents or those who just need to take advantage of the program on a drop-in basis will find it to be a good option for their children during before school hours. Should you be interested in having your child participate in this, the program information is listed below. Although we don't anticipate any changes to what is described below, it is possible that change(s) could be made throughout the year for the improvement of the program. You will always be made aware of any changes.

2014 – 2015 Rates/Billing

The fee is based on a flat rate and not an hourly basis. The daily fee for attendance is **\$1.50 per student**. If you are contracted for After Care, Before School Care is free if used the same day as After Care. There is no contract for Before School Care. Before Care billing will show on your *Fast Direct* website under "General" the first week of each new week for the previous month's service. As with After Care and all our services, it is imperative that you remain current with the charges so that we may continue to provide this courtesy service for you. (*Fast Direct* website: <http://fastdir.com/princeofpeacels/>) Call the POP Office any time you forget or lose your personal screen name and/or password. 251-1477.

Attendance Policy

Before School Care is open each school day beginning at 7:15 am. Children are then released to go to their classrooms at 8:15 am. You will **not** have to notify the school office if your child needs to attend Before School Care on any given day, but we request you fill out the brief form on the reverse side of this sheet so we are prepared for your child(ren).

Rules/Expectations

The health and safety of your child is our top priority. In order to maintain a safe and enjoyable atmosphere at Before School Care, the children are expected to follow the rules that have been established for this program and respect others. The Before School Staff will document any inappropriate behavior using the Incident Report. If frequent discipline concerns arise, a meeting will be scheduled for parents, school staff and child.

Activities

This program is designed to include the use of the lunch room, and the gym. Gym shoes are required to play in the gym (same requirements as for PE). Various activities are also available to the students, such as: coloring, board games, and Legos.

Food

No breakfast is offered, but you may bring granola bars, pop tarts, juice boxes, and the like for your child to eat in the lunchroom prior to school. Please note: easy items only. Our Before Care Attendant is only one person and does not have time to prepare any items you may send along.

Closing

Before School Care will also be cancelled when school is cancelled due to weather. There will be no Before School Care when school is not in session. There is NO school care on the first day of school.

Security/Safety

Any time a child needs to go to the bathroom, they will do so on a "buddy system" basis.

The drop off door is located on the east side of the building which enters directly into the lunch room.

The main entrance remains locked until 8:15 am as teachers are in daily devotions/staff meetings until then.