

## NCCL EXTENDED CARE INFORMATION 2011-12

### CONTRACTS

Those families needing care on a regular basis should indicate the hours needed by filling out the contract sheet, sign it and return it to the school. The contracts and fees follow this general information. The extended care rates for the 2011-2012 school year are at the end of this information. There is a reduction for siblings.

### DROP-IN CARE

Drop-in care is always available for either morning or after-school hours. We ask that you notify the school as soon as you can if you need to use this service. You can do this by calling the school at 368-7772 and leaving a message on the Extended Care voice mail or by writing down your child's name and date on the list by the Group 4 library door.

### EXTENDED CARE HOURS

Morning care begins at 7:00 am and ends at 8:30 am. Children not contracted for morning care who arrive before 8:30 am will be charged the drop-in rate.

After school care begins at 3:00 pm and ends at 6:00 pm. A snack is served at 3:00 pm.

Half-day Friday care begins at noon AND ENDS AT 3:00 pm at which time the regular Extended Day program begins.

Children not enrolled in the extended care program who are picked-up from school after 3:15 pm will be charged the drop-in-rate.

If you pick your child up later than the time he or she is contracted for, you will be charged the drop-in rate for the next hour. Extended Care ends at 6:00 pm, if you arrive later than that, there is a \$25 fee.

### ***New - Sign In/ Sign out sheet-***

There will be a sign in/out sheet in Group 3 room. Both a parent and an extended care worker will need to sign child in upon arrival for morning care and/or out when picking child up from after school care. Thanks in advance for your cooperation with this new parent requested policy!

### HALF-DAY FRIDAYS

There are 16 half-day Fridays; the first is September 16. Students who are contracted for **5 afternoon days** receive care on half-day Fridays from noon until 3 pm at no additional cost to the contract rate. Children contracted for fewer than 5 afternoons and children not contracted at all must pay a fee of \$10.00 for any portion of that 12 - 3 pm time.

You can contract for the half-day Fridays only. The entire year (16 half days) cost is \$120.00 payable in one payment on September 15. See the form below.

### HOLIDAY CARE - PART OF CONTRACT

Holiday care is offered first to students who are contracted and then, if there is room, to all other students in the school. Students who are contracted for **5 afternoon days** per week, will receive

care on the following 4 holidays/in-service days at no additional cost. Students contracted for fewer than five afternoons per week or for morning care only, pay an additional \$25.00 per day. Students not contracted at all, pay \$30.00 per day if there is space available.

Fri. . Oct. 10 In-Service  
 Mon. Jan. 16 Martin Luther King Jr. Holiday  
 Mon. May 14 In-service day for teachers  
 Fri. June 8 Day after school ends

**DROP-IN RATES:**

Morning care any portion \$ 4.00  
 3:15 PM - 4:00 PM \$ 5.00  
 Each additional hour beginning at 4:00 PM \$ 4.00

If you have any questions please contact Kelly Orga, [kellyorga@gmail.com](mailto:kellyorga@gmail.com) or (302)834-6936.

**NCCL CHILD CARE APPLICATION 2011-2012**

Name of Child \_\_\_\_\_

Name of Parent \_\_\_\_\_

Please circle the days you need each category of care and the corresponding rate column. For example, if your child needs Morning Care & 4PM pick-up 3 days per week M,W,F, you would circle M,W,F in row B and the 3<sup>rd</sup> rate column (\$74.00) which is for 3 days of coverage. In addition, if you also needed just morning care on T and TH, you would circle T,TH in row A and the fourth column (\$21.00) which is the rate for two days. Your total for each month would be \$95.00.

	Monthly rate 5 days per wk	Monthly rate 4 days per wk	Monthly rate 3 days per wk	Monthly rate 2 days per week	Monthly rate 1 day per wk
A. Morning Care Only M T W TH F	\$ 55.00	\$ 44.00	\$ 33.00	\$ 22.00	\$ 11.00
B. Morning Care & 4pm pick up M T W TH F	132.00	106.00	79.00	53.00	26.00
C. Morning Care & 5PM pick-up M T W TH F	166.00	133.00	100.00	66.00	33.00
D. Morning Care & 6PM pick-up M T W TH F	192.00	154.00	115.00	77.00	38.00
E. 4 PM pick-up M T W TH F	85.00	68.00	51.00	34.00	17.00
F. 5 PM pick-up M T W TH F	119.00	95.00	71.00	48.00	24.00
G. 6 PM pick-up M T W TH F	145.00	116.00	87.00	58.00	29.00
*H. Half-day Fridays for those not contracted for 5 aftns.	One payment for the year - \$120.00 - Pay Susy at the beginning of the year.				

There are nine payments due the 15<sup>th</sup> of each month. The first payment is Sept. 15. The last payment is May 15, 2012. Payments should be given to Susy Madhavan, the director of the program.

A late fee of \$10.00 will be charged for payments received after the 20th of each month. If an

account is overdue by the 1st working day of the following month, and no other arrangements have been made, your child may be asked to withdraw from the program. If you have difficulty with making payments, notify Susy to work out a new payment schedule. If you pick up your child late, there will be an additional charge. This charge will be the drop-in rate for an additional hour unless you arrive after 6:00 pm. The charge for pick up after 6:00 pm is \$25.00.

Monthly charges this page (first child)	
Monthly charges 1 <sup>st</sup> sibling if applicable	
<b>Total charge for all children</b>	

Parent Signature: \_\_\_\_\_ Date \_\_\_\_\_

Forms may be mailed to the school or brought to the office.

**NCCL EXTENDED CARE CONTRACT FOR SIBLINGS 2011-12**

These rates are 80% of the standard rate.

**Name of sibling** \_\_\_\_\_

	Monthly rate for 5 days	Monthly rate for 4 days	Monthly rate for 3 days	Monthly rate for 2 days	Monthly rate for 1 day
A. Morning Care Only M T W TH F	\$ 44.00	\$ 35.00	\$ 26.00	\$ 18.00	\$ 9.00
B. Morning Care & 4PM pick-up M T W TH F	106.00	84.00	63.00	42.00	21.00
C. Morning Care & 5PM pick-up M T W TH F	133.00	106.00	80.00	53.00	27.00
D. Morning Care & 6PM pick-up M T W TH F	154.00	123.00	92.00	61.00	31.00
E. 4 PM pick-up M T W TH F	68.00	54.00	41.00	27.00	14.00
F. 5 PM pick-up M T W TH F	95.00	76.00	57.00	38.00	19.00
G. 6 PM pick-up M T W TH F	116.00	93.00	70.00	46.00	23.00
*H. Half-day Fridays for those not contracted for 5 aftns.	One payment for the year - \$ 96.00 - Pay Susy at the beginning of the year.				

Parent Signature: \_\_\_\_\_

Date \_\_\_\_\_

Forms may be mailed to the school or brought to the office.