

## **PURPOSE**

Immanuel Extended Care Program offers quality Christian based childcare for our school parents including full time and drop-in services. Our guidelines presented in this booklet are essential to operate a program that will provide a safe, comfortable, and enjoyable atmosphere for your children to become involved in.

## **ADMISSION**

Any students enrolled at Immanuel in grades Little Ark through grade 8 may attend the Extended Care Program. Parents are welcome to use the program for their convenience - everyday or periodically. Registration with emergency contact information is required prior to attendance.

## **HOURS OF OPERATION**

The Extended Care Program is held each school day 7:00 am until 6:00 pm.

## **FEES**

A \$30 registration fee will be charged upon completion of the registration form. The charge for using the extended care program is \$4.00 per hour per student. All fees and charges will be assessed on the day(s) a student is sent to Extended Care Room in the case of a late pick-up by the designated family driver.

Fees for early dismissal days or vacation days will be \$30.00 for a half day and \$50.00 for a full day.

Fees and charges for using Extended Care program will be posted to the family's financial statement on Sycamore and are due on a monthly basis.

## **LOCATION**

We are located in the Multi-Purpose Room next to the gymnasium. The room is large enough to provide a cozy corner as well as tables to complete homework or do projects together. The program will also use other areas of the school such as the playground, hallways, restrooms, and the like.