

**Sacred Heart
After School Daycare
1820 Fulton Street
Falls City, NE 68355
402.245.4151
Sue Ebel
sue-ebel@cdolinc.net
Cell: 402.245.7416**

Daycare Hours and Operation

Daycare will begin immediately when school is out for the day. The daycare will be held in the First Grade room. Your child will need to be picked up by 5:30.

When we do not have school, there will be no daycare.

We will **NOT** have after school daycare if we get out early for snow. We will be at school only until parents can make arrangements for the child to be picked up. When we get out of school early for teachers meetings, there will be after school daycare. (A couple of high school girls will be asked to cover until our meeting is over).

Once you have enrolled your child in after school daycare, your child will be expected everyday unless you have given us a schedule, note or phone call. If we are dismissed from school because of ball games, we will make that decision when the situation arises. A note will be sent home to let parents know our plans.

Rate

You will be charged from 3:10pm until your child is picked up at 5:30. The rate will be \$3 for each child per hour. If you are late picking up, you will be charged a \$1 a minute per child. If you are late more than 3 times in a quarter, you will not be allowed back for the rest of that quarter. You will have the opportunity to re-enroll the following quarter.

Payment

You will be able to set the date on which you want to pay. You may pay weekly, bimonthly, or monthly. No bill should be more than \$100.00.

Rules

1. Your child may bring a snack but will sit down to eat and drink it, and there will be no running around. No snacks will be provided.
2. If your child has homework, he/she will be expected to do homework until it is finished or until picked up. I will be available to help. The computers will also be available for homework.
3. Before your child leaves he/she will be expected to pick up or put away whatever they may have out at the time.
4. There will be regular classroom rules. For example, no running inside, no yelling, no throwing things, etc.
5. When the weather is nice, we will go outside and regular playground rules will be enforced. There will be no rock throwing, no climbing on the play house, no jumping from the swings, etc.
6. Your child must check in after school with the teacher. The teacher should not have to go find the child. When the child leaves with a parent or another adult, the child will get signed out by the provider working.

Enrollment

I, _____, wish to enroll my child, in the after school daycare at Sacred Heart School. I have explained the rules to my child and we agree to follow them. If not, I understand my child could be removed from the after school daycare program. I understand that my child needs to be picked up by 5:30pm.

Payment Schedule

_____ I plan to pay weekly-Fridays.

_____ I plan to pay on the 1st 15th 30th and/or 31st

The contract is effective from August (the first day of school)— May, (the last day of school).

If you are late picking up, you will be charged a \$1 a minute per child. If you are late more than 3 times in a quarter, you will not be allowed back for the rest of that quarter. You will have the opportunity to re-enroll the following quarter.

Parents Signature _____ Date _____

Child Information Form

Child's Full Name _____

Address _____

Home Phone _____ Birth Date _____ Age _____ Sex _____

Father's Name _____ Work/Cell Phone _____

Mother's Name _____ Work/Cell Phone _____

Medical Information _____

Person to be notified in case of emergency other than parents:

Name _____

Address _____

Phone _____ Relationship _____

Child's Doctor _____ Phone _____

Names of persons other than parents to whom child may be released:

1. _____ 2. _____

3. _____ 4. _____

Signature of Parent or Guardian _____ Date _____