



St. Genevieve Elementary School: 2023-2024 Daycare Agreement

Operating Hours: 6:45 – 7:30 AM, Dismissal – 5:45 pm

Philosophy:

Our goal is to provide a positive, safe and nurturing environment to all of the children in our care. We realize that many parents do not have the opportunity to stay at home with their children. We strive to provide a safe, comfortable, stimulating and educational environment with semi-structured plans.

Discipline Policy:

St. Genevieve Elementary School uses constructive and preventative methods of discipline to guide and teach each child to have successful social interactions. Discipline is always tempered with love and genuine care for each individual child. Staff is responsible to monitor the classroom and the playground to ensure safe and responsible behavior. Staff members direct behavior towards positive outcomes. However, after the third major offense, parents may be asked to find an alternative childcare solution.

Tuition Fees:

Registration fee (per family)

\$60

Registering your child entitles you to the discounted rate listed below. Non-registered children pay a higher rate of \$20 per day, or roughly \$3,600 per child, per year in daycare fees.

Registered Family Daycare Rates for the Entire School Year (August 14 – June 7)

1 Child	\$2,400	/	2 Children	\$3,650	/	3 Children	\$4,400
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Friday Only Daycare

1 Child	\$1,200	/	2 Children	\$1,825	/	3 Children	\$2,200
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These rates reflect an approximate charge of \$4 per hour for one child. The second child is 50% of the full cost, and the third child is roughly 25% of the full cost. Registered families are billed for 10 months. This covers the entire year. Should you need to withdraw your child from daycare, please see the main office.

Drop-in rate for non-registered students:

\$20 per day/per child

- Please note that you will be notified of any outstanding daycare bills, but if not paid in the office by the end of the month, fees will be added to your FACTS tuition account. You will be notified prior to any totals being added to FACTS.

Payment: Your monthly daycare bill will be added onto FACTS for all registered families.

Extra-Curricular Activities: Please note there are a range of extra-curricular activities offered at SG. This are separate activities and not included in the daycare fee.

**Daycare Hours:**

Monday – Thursday 2:45 – 5:45 pm / Friday 12:45/1:00 – 5:45 pm

All children **MUST** be picked up by 5:45pm. As we have to pay daycare workers to stay after 5:45pm, **there is a \$15 late fee for any child picked up after 5:45 pm.**

Consistent late pick-ups, disruptions to the daycare setting, or non-compliance to school guidelines may result in asking parents to find an alternative childcare solution.

Mark your Calendar (Adjusted Daycare Schedule Dates)

October 31:	Daycare closes at 5pm	Halloween
December 15:	Daycare closes at 5pm	Christmas Show Night
February 14:	Daycare closes at 5pm	Ash Wednesday
Date TBD	Daycare closes at 5pm	Family Day
May 3:	No Daycare	Faculty Faith Formation
June 7:	No Daycare	Last Day of School

Thank you for your cooperation and assistance on these special days as listed above.

Schedule:

2:30/2:45	Students report to daycare. Please pack an extra snack (food and drink) for your child to enjoy after school.
3:00/3:15 – 4:00/4:15	Homework time. A support staff member helps students with homework, but it is <u>imperative</u> that parents still check the homework when they get home. The assistant is helping a lot of students.
4:00/4:15 – 5:45	Playtime inside the classroom and/or outside on the schoolyard. Non-academic iPad use is reserved for 5:15 – 5:45 only on regular school days.

Pick-up

We ask all parents picking up student(s) from daycare enter through the single- entry gate on Community Street. As an added safety precaution, then sign their child out of the classroom. Additionally, if you would like your SG high school student to be able to sign your elementary student out of daycare, please obtain the waiver from the main office, fill it out and return it to the main office.

To enroll your child, please fill out the following sheet and sign below indicating that you understand and agree to follow all procedures, and specifications as laid out in this packet.

Name of Student(s): _____

Parent Name (Print): _____

Parent Signature: _____ Date: _____