

BETH AMI COMMUNITY NURSERY SCHOOL

EXTENDED DAY CARE SIGN-UP

We are delighted to offer daily extended care for your child(ren) before and after our regular school hours. In order to attend Extended Day Care, arrangements need to be pre-arranged with the Director. We understand that there are some days when unforeseen circumstances come up and drop-in arrangements may be needed. Please make these “per needed” arrangements with the Director. For the safety of the children and the integrity of our program, we ask that you abide by our guidelines:

- Pre-arrange any extended care—morning or afternoon. Providing 1 week minimum notice is preferable so that we can have time to staff properly.
- Children that stay later than 2:00 p.m. may take a nap or rest on school mats. Each parent must provide labeled bedding to cover the mat, a pillow if desired, and a small lovey (stuffed animal or little comfort blanket). All bedding should be contained in a cloth tote bag also labeled with the child’s name. We advise each family to wash their child’s bedding weekly.
- When picking up your child(ren) from Afternoon EDC, please come in quietly and leave quickly, so that you don’t disturb other children.
- Always sign your child out on the classroom roster with your full name and the time (per state licensing requirements).
- If someone new is to pick up your child, a Change in Pick Up Form (available in the Nursery School Office) will need to be filled out in advance. A new person will need to show photo I.D. to the Lead Teacher.

In order to continue this service at the published current rate of \$7.00 per hour, we need at least 6 children per teacher for each time slot. Please note that Extended Day Care is available only for children 3 and 4 years old. Choosing an enrichment class during the extended care time is an additional cost payable to the enrichment program.

In the interest of your child, we do not recommend a school day longer than eight hours.

Please indicate your needs in the squares below and return to the Nursery School Office.

Morning EDC: (billed by the full half hour)

| MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|---------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> 8:00-9:00 am | <input type="checkbox"/> 8:00-9:00 am | <input type="checkbox"/> 8:00-9:00 am | <input type="checkbox"/> 8:00-9:00 am | <input type="checkbox"/> 8:00-9:00 am |
| <input type="checkbox"/> 8:30-9:00 am | <input type="checkbox"/> 8:30-9:00 am | <input type="checkbox"/> 8:30-9:00 am | <input type="checkbox"/> 8:30-9:00 am | <input type="checkbox"/> 8:30-9:00 am |

Afternoon EDC: (billed by the full half hour)

| MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
|---------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> 1:00-2:00 pm | <input type="checkbox"/> 1:00-2:00 pm | <input type="checkbox"/> 1:00-2:00 pm | <input type="checkbox"/> 1:00-2:00 pm | <input type="checkbox"/> 1:00-2:00 pm |
| <input type="checkbox"/> 1:00-3:00 pm | <input type="checkbox"/> 1:00-3:00 pm | <input type="checkbox"/> 1:00-3:00 pm | <input type="checkbox"/> 1:00-3:00 pm | <input type="checkbox"/> 1:00-3:00 pm |
| <input type="checkbox"/> 1:00-4:00 pm | <input type="checkbox"/> 1:00-4:00 pm | <input type="checkbox"/> 1:00-4:00 pm | <input type="checkbox"/> 1:00-4:00 pm | <input type="checkbox"/> 1:00-3:30 pm |
| <input type="checkbox"/> 1:00-4:30 pm | <input type="checkbox"/> 1:00-4:30 pm | <input type="checkbox"/> 1:00-4:30 pm | <input type="checkbox"/> 1:00-4:30 pm | |

COMMENTS:

Today’s Date _____

Parents Name(s) _____

Phone _____

E-mail _____

Child #1 _____

Child #2 _____