

Madrone Trail Kindergarten Aftercare

Madrone Trail offers aftercare for the kindergarten students on days the kindergarten is in session (Monday through Thursday). We follow the release schedule for the students grades 1-6. Therefore, kindergarten aftercare will be available Monday, Tuesday, Thursday 12:15-3:15p and Wednesday 12:15-1:45p.

We ask that you reserve a space for your child one month at a time. You may change the days you will need care on a monthly basis. New aftercare enrollment forms will be emailed as well as available by the classroom two weeks prior to the current month ending. If you need drop-in care, please call the office to sign up to ensure there is space available. Our maximum capacity is approximately 12 children per day. If there is a large need for aftercare, we will do our best to accommodate this. However, priority may be given to children who have a need for full-time aftercare.

Please pay in the office, preferably no later than a week in advance. This ensures we have space available for your child as well as materials and supplies reserved for each child who will be joining us. Payment is to be made prior to providing aftercare for your child. If payment in full for the upcoming month has not been received and/or arrangements made with the office, your child will not be allowed to attend until payment is made current.

If you are arranging for someone else to pick up your child, please notify the office as well as provide a note for the aftercare provider. We may require the person picking up your child to provide ID and/or additionally sign your child out in the office.

We ask each child to abide by the following aftercare guidelines and rules:

- Follow directions given by the aftercare staff.
- Maintain respect for the kindergarten classroom and toys.
- Speak in a respectful manner to aftercare staff and to their peers.
- Toilet independently.
- We ask that parents support the aftercare staff in ensuring that each child follows Madrone Trail rules and aftercare procedures. This will maintain a safe, positive environment. Children who require constant discipline and/or monitoring will not continue in the program.

The current fees for aftercare are:

- \$10/day Monday, Tuesday, & Thursday
- \$5 on Wednesdays
- Weekly rates for full-time aftercare are \$30.

~ We do not charge for days school is not in session.

~ We ask that you pick your child up on time. A late fee of \$5 will be charged for late pick-ups.

Sample schedule for aftercare:

Lunch

Story

Rest time (excluding early-release Wednesday)

Activity/Indoor/Outdoor play

Snack (excluding early-release Wednesday)

Please provide your child with a blanket and small pillow for rest time. You will also need to send a snack and a lunch with your child or purchase a school lunch (no snack on early-release Wednesday).

Thank you for your understanding and cooperation. We are working to make aftercare an enjoyable and enriching experience for your child.

Thank you,
Madrone Trail Staff

9/6/11