

Early Childhood Extended Day Program

The Early Childhood Extended Day afternoon program provides a healthy, homelike environment for your child that is nurturing, nourishing and includes time in nature.

Children will begin the afternoon in their own classrooms. During the transition time from morning to afternoon, care will be provided by the morning assistant as well as an afternoon caregiver. A list of what each child will need to bring as well as a daily afternoon rhythm are below. Please see your child's class teacher for further questions.

Our daily afternoon rhythm is as follows:

- 12:30 Lunch
- 1:00 Nap/rest (please no pick-up between 1-2 pm)
- 2:00 Outside playtime and seasonal crafts
- 3:00 Early afternoon pick-up time.
- 3:30 Snack time
- 5:00 Late afternoon pick-up time. All children must be picked up by 5:00 pm! A late fee of \$1 per minute will apply.

Please bring the following items if your child is staying for Extended Day:

1. A healthy lunch and a snack if your child is staying past 3:00 pm. Please see the Parent Handbook regarding lunch requirements. Please clearly label your child's lunch. All lunches need to contain a cold pack as refrigeration is not provided.
2. A nap bag to include a crib size fitted sheet, a blanket and **one** soft toy for nap/rest time. Nap bags will be taken home on the last day that your child stays for extended day each week.
3. A separate change of clothing in addition to the one in your child's cubby.

Enrollment and Billing

Parents enroll their children in Extended Day at the beginning of the school year and the monthly extended day fees will be billed along with tuition. Enrollment is on a first come, first served basis. Please see enclosed contract.

Parents may choose which day(s) they would like their children to attend aftercare—children can attend as little as one day a week or the entire week. We recommend that your child stays in extended care on consecutive days to support a rhythmic and restful experience.

Parents may choose what time they want to pick up their children. Early afternoon pick-up is at 3:00 pm and late afternoon pick-up at 5:00 pm. Parents are welcome to pick up their children before the designated pick-up time, except during nap time from 1:00-2:00 pm. Late fees will be applied to accounts for late pick-ups.

Limited drop-in slots are available. Please speak to your child's teacher. Adjustment to the contract may be made during the year should your need for care change.