

**Beth Yeshurun Day School
Presents:**

SPRING 2012
Extended Day Care

Registration Forms



IMPORTANT...IMPORTANT...

The attached registration form MUST be completed for each child making use of Extended Day Care during the Spring Semester. Even if your child's E.D.C. schedule remains the same as in the Fall, we ask you to please complete the registration form again to avoid any confusion.

THANK YOU!!!

BETH YESHURUN DAY SCHOOL
EXTENDED DAY CARE - SPRING 2012

REGISTRATION:

If your child is **not** enrolled in E.D.C., and you are in need of this service, we require a registration fee of **\$55.00** per child by **December 5th, 2011**. Your registration will be complete only when the school receives your check and your completed registration form. **For all children already enrolled in E.D.C. we are asking you to please complete the registration form again and return it to us by December 5th.**

Please be aware that once you enroll your child for the spring semester, it is a commitment, which you are making to E.D.C. You will be expected to pay for the entire semester should you decide to drop out. As a service to our parents, we will allow you to change your child's days up until January 6th, 2012, based on availability. **Any changes in your child's schedule during the course of the year must be submitted in writing.**

PAYMENT OF FEES:

Fees of \$7.00 per hour for Beth Yeshurun Synagogue members and \$7.50 per hour for non-members will be billed from the school Extended Day Care office. You will be charged only for the days when school is in session. Day Care payments **must** be paid by check, and separate from other payments to the school. Checks should be made payable to **Beth Yeshurun Day School, and write E.D.C. on the memo line** to insure proper credit. You will be responsible for the monthly fees based on your registration schedule. **THERE IS A POLICY OF NO REFUNDS FOR DAYS MISSED IN DAY CARE OR IF SCHOOL IS CANCELED FOR ANY REASON.**

Beth Yeshurun Congregational membership must be completed, accepted and in good standing for the student to qualify for the Beth Yeshurun member rate.

EARLY CHILDHOOD EARLY BIRD:

Early Childhood children dropped off any time between 7:30 a.m. and 8:30 a.m. will be charged a flat fee of \$7.00 (members), \$7.50 (non-members) irrespective of their arrival time.

ELEMENTARY EARLY BIRD:

Elementary School children dropped off any time between 7:00 a.m. and 7:30 a.m. will be charged a flat fee of \$7.00 (members), \$7.50 (non-members) irrespective of their arrival time. Please note that this fee will not apply to those students arriving early for on-line testing.

DROP IN CHARGES:

In order for a child to be accommodated as a drop-in, children must first be enrolled in the program. Parents who want to drop in pre-registered children for a non-registered day need to clarify space availability with Mireille Chait or Monique Turner. Drop-in days may **not** be substituted for registered days and any drop-in fees will be added accordingly to your monthly statement. **Children who are not registered for Extended Day Care will not be able to use Extended Day Care on a drop-in basis.**

LATE PICK UP:

We discourage late pick ups. Any late fees will be added to your monthly bill. Parents who are late to pick up their children will be charged \$7.00 (members) or \$7.50 (non-members) for every 15 minutes they are late.

Please be aware that our carpool dismissal begins promptly at 12:00 noon for Beth Yeshurun Early Childhood (Three's & Pre-K only). The last of our carpool line usually leaves the parking lot by 12:10 p.m. Our Early Childhood teachers' school day concludes at 12:10 p.m. We cannot leave your

children unsupervised while they are waiting for their carpool driver, therefore, these children will be taken to Extended Day Care if you are late in picking up. There, they will be watched by a staff member to ensure their safety. If you cannot pick up your child on time, please call the school office to notify us as a courtesy to us. This same rule applies to children who are dismissed at 2:00 p.m. and at 3:15 p.m. There will be a charge of \$7.00 (members) or \$7.50 (non-members) per child for each 15-minute increment beginning at 12:10 p.m., 2:10 p.m., and 3:25 p.m. **The carpool driver must come into the E.D.C area to pick up the children.**

AFTER SCHOOL ACTIVITIES

Please remember that if your **Early Childhood** child is signed up for any After School Activities, he/she **will** be making use of E.D.C., and you will be charged for those hours only.

ADDITIONAL INFORMATION:

On the first day of the spring semester, Two's (or any Three's or Pre-K students who nap) must bring:

1. a crib sheet
 2. a blanket
 3. an extra set of weather appropriate clothes
- All items must be properly labeled and in a plastic bag.
 - **ALL** lunches must be dairy or pareve, bearing in mind that due to severe allergies, we ask you to please not send any NUT PRODUCTS.

Please note that according to the Texas Department of Family and Protective Services, our Licensing Agency, it is mandatory that **ALL** Two's children take a nap after lunch. All Three's and Pre-K children, who do not wish to take a nap, have a 15 minute rest period where they engage in a quiet activity such as reading a book or doing a puzzle.

Extended Day Care begins the first day of the spring semester. We are looking forward to providing professional supervision and interesting activities for your children.

Please note that children may not use Extended Day Care on days that they miss school.

REMEMBER: Registration Fee of \$55.00 is due by December 5th, 2011 for any child who is not yet registered in our program.

The attached registration form must be completed for EVERY CHILD, new or old, that will be making use of E.D.C.

Thank you,
Mireille Chait and Monique Turner
E.D.C. Coordinators

