

Extended Care Preschool—5th Grade

For those families who are in need of a safe, caring environment for their children before and/or after the normal school day, MJCA is pleased to offer Extended Care for students from 3-year preschool through the 5th grade. Space is limited and will be filled on a first come, first served basis. Our program is informal and relaxed. We offer daily outdoor playtime (weather permitting), games, arts and crafts, gym time, and movies. Grades K-5 may attend some of MJCA's sporting events for which there is no extra charge. Children may purchase food from the concession stand at these events if you allow.

For three and four-year preschoolers, we offer morning care from 6:00 a.m. - 8:00 a.m., and afternoon care from 12:00p.m. - 6:00 p.m. Preschoolers must be picked up by 6:00 p.m.

Extended Care for students in grades K-5 is offered in the morning from 6:00a.m. - 8:00 a.m. and in the afternoon from 3:00 p.m. - 6:00 p.m.

Extended Care must be requested at the time of registration. A registration fee of \$25 must accompany the Extended Care application. Please note that enrollment in the afternoon program does not guarantee morning care unless requested at registration. There is no extra charge for morning care for those enrolled full time in afternoon care.

Afternoon care provides snacks and drinks. Morning care does not provide snacks, but we do have a refrigerator and microwave if your child chooses to bring something from home. Children enrolled in the afternoon preschool group **need to bring a sack lunch each day.**

Extended Care closes promptly at 6:00 p.m. All children must be picked up by this time. There is a late charge of \$1.00 per child for every five minutes or fraction thereof after 6:00 p.m. The Director reserves the right to request that other child care arrangements be made if late pick-up becomes a problem.

If your child becomes ill at Extended Care, we will call you. If your child has a fever, it will be necessary for you to come and get the child immediately as we do not wish to expose other children any more than is necessary.

Sports practice is usually held after school. Your child's coach is responsible for your child until practice is over. Please be sure that both the coach and the Extended Care teacher are aware of your child's practice schedule.

Your child may bring toys from home if he chooses. Please understand that these toys are your child's responsibility. Do not send expensive toys as things are easily lost or broken. No "weapon" toys of any kind are allowed. Toys are usually not allowed in the classroom, so your child should keep toys in his/her backpack until Extended Care.

Our Extended Care program offers four options for you to choose from: 5-day/week, 3-day/week, 2-day/week, and for students K-5th grade, a drop-in option. Drop-in is not available for preschool.

A payment plan has been developed to simplify our billing procedure and save you money. Payments may be made in one yearly payment or in ten equal installments (August-May). Drop-ins (registered and non-registered) will be accepted for grades K-5 if space is available. **We will require 24-hour notification.** Please see the payment plan below listed on the MJCA 2011-12 Tuition Schedule.

**EXTENDED CARE (Grades Preschool—5th)
REGISTRATION FORM 2011-12**
\$25 fee required with registration



Student Name Grade 2011-12

Father's Name Cell Phone Work Phone e-mail address

Mother's Name Cell Phone Work Phone e-mail address

Check time and days that extended care is needed:

	5 day / wk	3 day / wk	2 day / wk
A.M. Care	_____	_____	_____
Preschool 12-3 p.m	_____	_____	_____
Preschool 12-6 p.m	_____	_____	_____
Preschool 12-6 p.m	_____	_____	_____
K-5th grade 3-6 p.m	_____	_____	_____
Drop-in (K-5th only) _____ (24 hour notice required)			

My child plans to participate in the following sports: _____

If you are not going to be the person to pick up your child, indicate the person(s) so designated below:

Name Telephone

Name Telephone

In case of an emergency or if I cannot be contacted to pick up my child, I authorize the following person(s) to pick up my child:

Name Telephone

Name Telephone

The following person(s) may NOT pick up or remove my child:

Name _____ Relationship _____

Name _____ Relationship _____

NOTE: If the person is one of the child's parents, appropriate court documents are required

Signature of Parent Date