

Child's LAST Name:	Child's FIRST Name:
Date of Birth:	Current Grade:
Parent's Name:	Parent's Name:
Street Address:	Street Address:
City, State, Zip:	City, State, Zip:
Phone:	Phone:

Early Bird and Extended Care is available for all ages school day from **7:30-8:30am** and **3:30-5:30pm**. We have a variety of options to fit your needs.

Hourly Extended Care is \$15/hour. But contracted Extended Care is only \$6 per hour: This discounted rate for prepaid extended care is available if you sign up now and specify the number of days/days of the week your child will be in the afterschool program. This hugely discounted rate is only available on a pre-paid basis for the entire school year. **Early Bird Care runs 7:30-8:30am and Extended Care 3:30-5:30pm. You are signing up for the entire school year for the week days indicated below.**

You will be charged a drop-in rate of **\$15** per hour if your child is not picked up by ten minutes after the end of school (half-hour minimum). You may be called to pick up your child if no space is available. If you sign your child in before 8:10 AM you will be charged a flat rate of \$15 for that morning (unless you have contracted for Early Bird).

EARLY BIRD (for 10-month School Year):
1-day: \$ 200 2-day: \$ 400 3-day: \$ 600 4-day: \$ 800 5-day: \$ 1,000
EXTENDED CARE (for 10-month School Year):
1-day: \$ 540 2-day: \$ 940 3-day: \$ 1,400 4-day: \$1,690 5-day: \$ 1,890

Please indicate which day(s) your child will attend; note the separate **Thursday Care** options as well:

Extended Kindergarten Care:

3:20- 5:30pm

M T W Th F

Extended Grades Care:

3:20-5:30pm

Th 12:40-2:20 = \$350
 Th 12:40-3:20 = \$550
 Th 2:20-3:20 = \$200
 Th 12:40-5:30 = \$940

M T W F

Please note: Child must attend school that morning in order to attend Extended Care on that day.

Dismissal times to avoid charges: Preschool/Kindergarten students may be picked up at 12:30 or 3:20, and must be picked up no later than 3:30. First Grade may be picked at 2:15, and must be picked up no later than 3:30 M, Tu, W, and Fr. Second to Fifth grades are dismissed at 3:20 and must be picked up no later than 3:30 M, Tu, W, and Fr. On Thursday, First through Fifth Grades are dismissed at 12:40 and must be picked up no later than 12:50. Sixth to Eighth Grade are dismissed at 3:20 and must be picked up no later than 3:30 M, Tu, W, and Fr. On Thursday, Sixth to Eighth Grade are dismissed at 2:20 and must be picked up before 2:30. Pick up after these times incurs charges.

Early Bird & Extended Care Program Policies & Procedures

- The Early Bird & Extended Care programs are designed for Pre-K/Kindergarten through Eighth Grade students. We can only accept a child into early Bird & Extended Care Programs who have the registration form(s) on file in the office. Children are officially enrolled after the appropriate registration form is completed and a fee schedule has been chosen.
- Children staying for the Kindergarten Afternoon Program (12:30-3:30pm) need to bring a lunch. In addition, for Boulder Valley's Thursday early dismissal, Grades students who are staying for any amount of time in the Extended Care Program *must bring their lunch*. Parents are requested to send a healthy, wholesome lunch with their child along with a cloth napkin. Please: No candy, gum, soda or overly sweet desserts. If a child does not have a lunch, one will be provided at a charge of \$10.00.
- All enrolled students, Pre-K/Kindergarten - Eighth Grade, who are on the school grounds after dismissal and who are not enrolled in the Extended Care Program, will be signed in to the Extended Care Program by a staff member on a drop-in basis. Students may not wait in the office or elsewhere on campus for parents' arrival. Certain limited exceptions can be established by prior arrangement with the administration for older students whose parents have given written permission for their child to walk or bike from school.
- Parents (or legal guardians who pick up the child) are responsible for personally signing out the student on the official attendance sheet. In the absence of a proper signature on the daily attendance sheet, the office will bill as if the student stayed until 5:30 p.m.
- Students will be dismissed from the program only to the person(s) listed on the registration form. If someone different is to pick up the student due to unusual circumstances, the authorized person—and not the person who is picking up the student—must notify the office in advance.
- Parents who are picking up their children from the Extended Care Program must collect their child(ren)'s things and depart in a timely manner. Once you sign out your child you are responsible for supervising them, and you must be outside the fenced EC area, so that the Extended Care staff can properly account for remaining students in their care. If other play structures are in use by other classes, please keep your child out of these classes.
- The minimum daily charge for the Early Bird & Extended Care Program is a half-hour and is billed in half-hour increments thereafter. Parents will incur **a late fee for any child left after 5:30 p.m. at a rate of \$1.00 per minute late**, paid directly to the teacher. Emergency contacts will be called if students are not picked up by **6:00 p.m.** At this time, the Extended Care Director may take such other steps as will secure the safety of the child and discharge the responsibility of Shepherd Valley, with charges continuing to accrue until children are released to their authorized caregivers. At a certain point in the evening, consistent with the policies of other area schools, children will be left in care of the Sheriff's Department.
- Drop-in and late charges through the end of the month will be billed by the 10th of the following month and are due on the 20th.
- **Contracted Early Bird & Extended Care must be paid even if a student is absent on a particular day or is picked up before his or her registered time. There will be no refunds or exchanges of dates.**
- Anyone failing to adhere to the policies, procedures, and the payment schedule may be requested to leave the program.

Boulder Valley Waldorf School does not discriminate on the basis of race, color, religion, national or ethnic origin in the administration of its educational policies, admissions policies, scholarship and loan programs, athletic or other school administered programs.