

Before - Care Program

Communion of Saints offers a Before-Care Program from 6:30 am to 7:30 am daily. Students are cared for in a warm and welcoming environment, where they can read, play games, or even work on their studies.

<u>Number of Children</u>	<u>Yearly Charge</u>
One	\$55.00
Two	\$60.00
Three or More	\$65.00

Any student arriving prior to 7:30 must be registered in Before-Care and parents will be responsible for the fee. Children will not be permitted to wait unattended in the hall or parking lot.

Return this portion and the signed policy agreement to COS prior the first day of school.

FAMILY NAME: _____

Students/Grade: _____

Parent Name/Contact Number: _____

Parent Name/Contact Number: _____

Fee Paid: _____ Check/ Cash _____ Date: _____

Mission: Communion of Saints Catholic School serves a diverse community and fosters life-long learners and witnesses to the Gospel who are committed to worshiping God and serving His people.

Communion of Saints School Before-care Program (BCP)

Policies & Procedures

The Before-care program is designed for families who need to drop children at school prior to the 7:30 bell. Students should be dropped off at the school entrance and report to the faculty room. .

Hours of Operation

The BCP room is open and monitored beginning at 6:45 am each day. Students are dismissed to line up in the parking lot at 7:30 am. These hours apply only to days when school is in session.

Snacks

The children are permitted to bring a small snack or drink with them in the morning. No food delivery service please. There will not be access to a refrigerator or microwave. Students will be expected to clean up after themselves. All food must be eaten or put away before entering the parking lot at 7:30. Lastly, students will not be allowed to share food as the decision to eat or not eat rests solely with the parents. If you send food, the assumption is that only your child will consume it. Please be aware that there may be foods that should not be sent due to allergies.

Homework

Since homework should have been already completed, there will not be a formal time for students to complete it during Before-care. Parents should not expect a 'study hall' atmosphere.

Personal Property

The Communion of Saints Before-care Program will not be responsible for any items brought from home that are lost or damaged. Should you choose to send electronics, we would appreciate that earbuds be provided as well to keep the noise level down. In addition, students are asked to refrain from playing games which are violent in nature.

Rules for Behavior Management

Prime considerations are safety, freedom from harassment and respect for self, each other, the environment and the facilities. Children will be accountable for proper speech and behavior choices that uphold the Catholic values of Communion of Saints School and Parish. The following are examples of behaviors that do not align with COS:

- Behavior which is disruptive and/or disrespectful
- Lack of regard for safety of self and others.
- Lack of stewardship/respect for building rules.
- Inappropriate use of handling of technology and equipment
- Inappropriate language

Children who exhibit inappropriate behavior problems will be talked to by the before-care monitor and redirected to another activity. If a child's inappropriate behavior becomes a frequent concern, COS reserves the right to ask that the student not return to Before Care.

Students have the right to expect:

- To be treated with respect.
- To feel they are in a safe environment.
- To receive equal treatment in the enforcement of behavior policies.
- To have the opportunity to be heard in a discussion regarding infractions.

Before Care staff have the following responsibilities:

- To treat students and parents/guardians with dignity and respect.
- To ensure the safety of all students in their care.
- To establish rules for student behavior.

Payment

Payment must be made at the time of registration and covers the full year regardless of the days the service is used. All students must be registered to participate in the program.

Please sign the following page indicating that you have read and are aware of the policies and procedures for Communion of Saints Before Care program and return it to the school office.

PLEASE RETURN THIS TO THE SCHOOL OFFICE

I have reviewed and understand the Policies and Procedures for the Communion of Saints School Before Care Program.

Family Name _____

Student Name: _____

Student Name: _____

Student Name: _____

Student Name: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____