



Rockford Christian Schools
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Rockford, IL 61107
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2019-2020

Extended Care Program

The Extended Care program at Rockford Christian School is a program made available for those students who need care before school and/or after the school day has ended. Please make note of new start times for Morning Care which will now begin at 6:30 am. After care end time remains at 6:00 pm. The fee for both Morning and After care is \$5.00 per hour, billed in 15 minute increments. You are only billed for the time you use. The goal is to serve families by providing a safe, fun and enjoyable place for PreK through 5th grade children to play, study, and grow in their relationships with each other. Students will participate in activities such as gym time, homework time, arts and crafts, playground time and games. Students will also be provided a snack or they may bring one from home.

We are excited to try something new this year. We will be utilizing an iPad check-in/out system thru FACTS (RenWeb). This system will require a unique pick-up ID# for check-in/out. This will help us to be more accurate in keeping track of time and accuracy of billing. It will also provide an added layer of safety as only those on approved pick-up list will have their own unique ID# and this list of pick-up people will be easily available for our workers. We hope that you will be patient with us as we learn and implement this system during the school year. Our hope is that this will make it easier for everyone.

Extended Care Use Guidelines

- Rules and Pick Up List Form with approved pick-up people must be filled out prior to using our program. It is best for everyone to fill one out even if you think you won't need Extended Care. There may be unexpected times you need to pick up your student(s) late.
- Extended Care staff is not allowed to dispense medication.
- Any student who has not been picked up 15 minutes after school dismissal must report to Extended Care. Teachers will bring these students to us at that time.
- Morning Care – No charge if dropped off at 7:35 am and after.
- After Care - There is no charge incurred if picked up by 3:15 pm.
- Whiteboard outside of the Science/Tech room (Mrs. Granite's room) will show location of each group of students (Groups - PK/JK, K/1st, 2nd/3rd & 4th/5th)
- A parent or individual authorized for pick-up must sign-out the child each day. A full day's rate will be charged if the student is not signed out.
- Extended Care concludes at 6:00 pm. Students who are picked up after 6:00 pm will be charged double the standard Extended Care fee.

Program Hours

Beginning Wednesday, August 21, 2019

**** NEW START TIME ****

Before Care - 6:30 to 8:15 am

After Care – 2:45 to 6:00

Janna McLaughlin – Extended Care Supervisor

If you have questions, concerns or anything you need, you can contact Janna at:

Janna.McLaughlin@rockfordchristian.org

Phone or text at (815) 978-0512