



Day Care Information 2015-2016

Dear Parents,

We are happy to announce the exciting and new things that will be implemented into our Day Care program at Plymouth this year. You will receive a *Day Care* calendar each month with all of the details. Please read it carefully so your child will know “what’s happening” and if they need to bring a specific item to participate in an activity. Our Day Care opens each morning at 6:30am and closes at 6:00pm.

Fees-

Monthly-\$150.00 per month (one full calendar month)

Children may arrive as early as 6:30am and must be picked up by 6:00pm. By paying the flat rate of \$150.00 per month, Thanksgiving Camp, Christmas Camp and Easter Camp is already included and saves you money if you plan on enrolling your child in the *Holiday Camps*.

Hourly-\$4.50 per hour (1-60 minutes)

Sometimes a parent may only need day care coverage for 10 minutes or 1 to 2 hours on occasion when they are running late or have plans. Your child is welcome to attend Day Care on those rare occasions and you will be billed at an **hourly rate**.

LATE PICK-UP \$1.00 PER MINUTE

Traffic can sometimes not be in our favor! Or, maybe time has gotten away from us while we were finishing up a project at work. No worries! **If you arrive late, bring cash!** 😊 When arriving after 6:00pm closing, please plan to give the staff member on duty **one dollar cash** for every minute that you are late. If for some reason you don’t have the cash to give them, please make it a priority to bring the cash the very next school day.

Billing-

DAY CARE BILLING INVOICES are sent home by the 10th of each month and must be paid in full by the 15th of each month.

HOLIDAY CAMPS-

Thanksgiving Camp, Christmas Camp and Easter Camp rates are \$30.00 per day (unless you pay the monthly rate of \$150.00)

Day Care Information 2015-2016 continued-

Safety-

To ensure your child's safety, we require that you park and walk your child into the Day Care Room each day. Please **DO NOT DROP YOUR CHILD OFF AND TELL THEM TO RUN IN TO THE DAY CARE ROOM.**

SIGNING IN and OUT each day-

It is the parent's sole responsibility to sign their child **in and out** of Day Care each day. In the event of an emergency, we need to have records of who is on the premises. Although our staff is here to serve you, we ask that you not transfer this responsibility onto a staff member by asking them to sign in for you. Thank you for your understanding and cooperation with this procedure.