



801 N. Bradford Avenue, Placentia CA 92870 Extended Care Direct Line 714-528-7274

REVISED 8/31/2020

2020-2021 Extended Care Information

Extended Care (EC) policy is agreed to by all parents within the registration process and is as follows:

Before school EC hours are 7:15 am to 7:30 am

After school EC hours are 3:10 pm (or 10 minutes after dismissal on early release days) to 6:00 pm

NEW PROCEDURE

IN ORDER TO STAFF WITH NEW COVID GUIDELINES OUR EXTENDED CARE WILL REQUIRE A RESERVATION

- **FOR MORNING CARE (7:15AM TO 7:30AM) - PLEASE EMAIL EXTENDED CARE@SJSPLACENTIA.ORG NO LATER THAN 5PM THE DAY BEFORE CARE IS NEEDED. ****NO CHARGE FOR MORNING CARE******
- **FOR AFTER SCHOOL CARE - PLEASE EMAIL EXTENDED CARE@SJSPLACENTIA.ORG NO LATER THAN 9AM ON THE DAY EC IS NEEDED. ****HOURLY ONLY**** UNLIMITED/MONTHLY FAMILIES HAVE A STANDING RESERVATION**
- **YOU MAY MAKE YOUR RESERVATIONS ONE WEEK IN ADVANCE**
- **IN THE EVENT OF A LATE RESERVATION OR NO RESERVATION YOU WILL BE ASSESSED A SERVICE FEE OF \$2 PER STUDENT FOR THAT DAY TO COVER ADMINISTRATIVE AND STAFFING COSTS. WE WILL TAKE THE UTMOST CARE OF ALL STUDENTS ON CAMPUS - THE SERVICE FEE ALLOWS US TO STAFF FOR LAST MINUTE ADDS.**

We have two plans available: **Hourly** and **Unlimited/Monthly**

- **UNLIMITED/MONTHLY - NO RESERVATION REQUIRED YOUR MONTHLY ENROLLMENT FORM IS YOUR RESERVATION**

All EC charges will be billed to your FACTS payment plan account

Unlimited/Monthly will be billed on the first school day of the month for that month Hourly will be billed by the 5th school day of the month following the service month

→→You are *automatically* enrolled in the Hourly plan - no paperwork needed←←

If you wish to take advantage of a fixed cost and no reservations: please fill out and return the

2020-2021 Extended Care Monthly Enrollment form

HOURLY PLAN	1st child in a family	2nd child	3+ (per child)
Pick Up by 3:30 pm	\$5/day	\$2/day	\$1/day
Pick Up by 4:30 pm	\$11/day	\$5/day	\$2/day
Pick Up by 6:00 pm	\$14/day	\$6/day	\$3/day

UNLIMITED/MONTHLY PLAN	1st child in a family	2nd child	3+ (per child)
After School	\$210	\$95	\$50

No prorations for school holidays *except* September/November/December/April/June billed at 75%

A \$50 Annual Family Registration Fee will be billed through FACTS upon 5th usage of Extended Care during the current school year (August-May)

Any child on campus before 7:30 am or after 3:10 pm (not under direct parental supervision) will be signed into EC.

EC is available all school days including minimum days: except the last day before Christmas Break, the last day before Easter break, the last day of school and other days as determined by SJS. There will be no EC on faculty retreat days, professional development days, holidays or vacations.

Children must be signed out and/or picked up each day by a parent/guardian/adult (18 yrs. or older) authorized by the parent/guardian in writing on file with SJS. This procedure is for your child's safety and MUST be adhered to at all times. Any child not picked up by 6:00 pm will be charged a \$2 per minute late fee (billed in FACTS)

DATES AND RATES ARE SUBJECT TO CHANGE and are at the discretion of SJS Administration 083120