

Journeys Child Care Program 2020-2021

Mission Statement Childhood is a journey of growing and developing. Our program recognizes and encourages kids in that journey by providing them childcare that nurtures the whole person ... emotionally, physically, spiritually, academically and socially. Everything we do in Journeys supports the philosophy and mission of Immaculate Conception School.

Program Director: Mrs. Mary Beth Pfeifer

Program Hours: 7:00 to 7:45 a.m., and 3:00 to 5:30 p.m.

Room Number: 101

Phone: 763-788-9065, extension. 225 (Journeys Room)

E-Mail: mbpfeifer@immac-church.org

763-788-9062, extension 203 (Mrs. Pfeifer's Office)

Program Costs (Daily Rates for K through 5th Grade)

Before School \$7.00 (additional fee for breakfast)

After School \$15.00 (includes snack)

Daily Program Hours

Monday through Friday 7:00 to 7:45 a.m., and 3:00 to 5:30 p.m.

Each child picked up after 5:30 p.m. will be charged a fee of \$5.00 per block of 15 minutes or charged a portion thereof by the discretion of the program director. If you will be running late please call the Journey's classroom at 763-788-9065 ext. 225.

Payment

All families are enrolled in the Tuition Aid Data Services (TADS) program. Invoices will be sent out every 2 weeks through TADS and debited on the 5th and 20th of every month. Please be prompt with payments. A *late fee of \$10.00* will be added to your next invoice if payment is not received on time. Failure to pay your invoices may result in suspension of the program for your child.

Drop-In Service

You may register your child as a drop-in, which means they do not attend on a regular basis. The drop-in rate is the same as the daily rate. Parents need to notify the program director 24 hours prior to the child's attendance and there must be space available in the program for the child to participate.

Days of Operation

Journeys will be open on all regularly scheduled school days. It will be closed on non-school days and on days when the school is closed due to inclement weather or for other circumstances. If school is dismissed early due to weather or for other issues the Journeys Program will also be closed.

Safety and Security

Parents/Guardians are required to sign-in their children in the morning and sign them out when being picked up. If someone other than the parent will be picking up the child, the parent is required to notify the program personnel in writing or by making a phone call. Phone calls and messages that are for that same day should be directed to the school office and not left on the voice mail in the Journeys room. If there is a change to your child's usual stay, please leave a voice mail 24 hours before the change takes place or call the school office (763-788-9065).

Walking Trips

When the weather is nice we often walk to Huset Park. Parents have given their authorization for their child to go on walking field trips when they completed the Journeys' registration form. The staff will post on the door where they will be if participants are outside of the Journeys classroom. Should this be the case, please gather your child's backpack and sign-out your child, then come to wherever your child is located to pick him/her up.

Discipline

The Journeys program follows the same discipline policy as the school. We expect all students in the program to respect each other and the adults they are in contact with.

Parent Communication

Please communicate any questions or concerns with the Journeys staff. You may call the *program director at 763-788-9062 ext. 203*. Please note that there is no one in the classroom until the Journeys' hours are in operation. The director will return your call as soon as possible.