



Extended Daycare/Study Hall Schedule

	Preschool & Pre-K students	Kindergarten to 5th grade students
Morning Daycare	Morning supervision anytime from 7:30am-8:30am	Morning supervision anytime from 7:30-8:30am
Afternoon Daycare/Study Hall	Afternoon supervision anytime between 3:40pm-5:30pm	Study hall for all students from 3:40pm-4:40pm; afternoon supervision until 6:00pm
Combo Daycare	Morning and afternoon daycare, 7:30am-8:30am and 3:40pm-5:30pm	Morning and afternoon daycare, 7:30am-8:30am and 3:40pm-6:00pm, including study hall

Important Information:

In case parents are going to arrive after 6:00pm for pickup, they must contact the school as soon as possible, by calling the **campus at 714-771-4710**. They must also provide an approximate time of arrival.

The fee for late pickup anytime between 6:00pm-6:15pm is a fixed rate of \$15. For every minute after 6:15pm, a fee of \$1.00 per minute will be assessed in addition to the \$15.

Unless they are enrolled in daycare, students should arrive after 8:30am. Students arriving at this time must stay under the supervision of a daycare supervisor, and not enter their classroom.

A student not being picked up before the 3:45pm bell will automatically attend daycare.

All students not enrolled in daycare will be invoiced the \$40 per child emergency daycare fee if checked in before 8:30am or checked out after 3:45pm.

To register your student for daycare, please send the form to or email Lana Tran at lane.tran@ischooloc.org and provide her with the following information: 1) which daycare option you would like, and 2) how you would like to pay it (please see payment method below).

If you did not register your student for annual daycare during the enrollment process you may still do so by using the form on the next page before **September 16th, 2022**.



Extended Care

Daycare & Study Hall 2022-23

We understand that the option for enrollment in any **annual** daycare and/or study hall plan remains available **only through September 16, 2022**, and we would like to enroll our child as indicated below:

Student name: _____ Grade: _____

Annual option: Morning Daycare Afternoon Daycare/Study Hall Combo Daycare

Payment method: Authorization to add to Blackbaud Account (for existing accounts only)
 Prepayment in full via check (to be submitted along with this form to Business Manager)

Care Option Mon-Fri	Service	PS & Pre-K Students	Kinder - 6th Gr. Students	Payment Option Yearly if enrolled now	Payment Option 2: Monthly payment via Smart Tuition (before the start of a given month)	Daily Charges "Emergency Care"
1	Morning Daycare	Morning supervision anytime from 7:30am-8:30am	Morning supervision anytime from 7:30-8:30am	\$1,370	\$180	\$40
2	Afternoon Daycare / Study Hall	Afternoon supervision anytime between 3:40pm-5:30pm	Study hall for all students from 3:40pm-4:40pm; afternoon supervision until 6:00pm	\$1,700	\$230	\$40
3	Combo Daycare	Morning and afternoon daycare, 7:30am-8:30am and 3:40pm-5:30pm	Morning and afternoon daycare, 7:30am-8:30am and 3:40pm-6:00pm, including study hall	\$1,950	\$260	\$40

Annual Plan Options: Annual plan fees are due and payable as officially elected anytime thereafter up until **September 16, 2022**. Enrollment in an annual plan is highly suggested for families who expect to have regular ongoing supervisory needs since annual enrollment offers both the best cost savings and singular enrollment/administration.

Monthly Plan Options: Any family who does not select enrollment in an annual plan (available only until September 16, 2022) retains the ability to enroll their child(ren) on an elective monthly basis throughout the year. Such monthly enrollment must be paid via Smart Tuition before the start of a given month.

Daily Rates ("Emergency Daycare/Study Hall"): Families who do not select an annual or monthly plan may enroll their child on an *ad hoc* basis by paying the "Emergency Daycare/Study Hall" by notifying the Campus Business Manager of the exceptional supervision needed. Similarly, any student not already enrolled in an annual/monthly plan who is not picked up by 3:45pm sharp will be placed in daycare and/or study hall, and charges of the daily rate (\$40) will be assessed by our Business Manager to be due and payable upon receipt. Such billing will also occur for any child dropped off in the morning before 8:30am.

Rules & Regulations

Study hall attendance: Study hall is considered an extension of the regular school schedule and therefore all elementary rules and regulations apply.

After-hours Pickup for Regular Daycare: The fee for late pickup anytime between 6:00pm-6:15pm is a fixed rate of \$15. For every minute after 6:15pm, a fee of \$1.00 per minute will be assessed in addition to the \$15. Payments for any after-hours services will be charged at the end of the month and will be due upon receipt.

Transactions: All fees will need to be paid when due.

All Fees Non-Refundable: All advance payments – whether daily, monthly, or annually – are non-refundable regardless of attendance.

Cash Transactions: We will not accept cash transactions for daycare and study hall payments.

Attendance: Your child will not be able to attend daycare/study hall if the fee is not paid on time.

Parent Full Name: _____ Parent Signature: _____ Date: _____