

INSTRUCTION

PRESCHOOL AND CHILDCARE PROGRAMS

The curriculum will recognize the intellectual, social, emotional and psychomotor needs of children ages three through five years. Attention will be given toward developing gross and fine motor skills, visual and auditory discrimination and language development in an environment that enhances the student's emotional/social development. The following guidelines are offered in designing and operating the program.

- A. The program will operate two and one-half hours daily, and will be offered on the same days as the regular school schedule.

Preschool will be offered on the same days as the district's student school year schedule. In the event of district schools being closed, other than on predetermined holidays, preschool will not operate, but make-up days will be added.

- B. The program will be open to children ages three, four and five years. Children must be independent in handling their toileting needs to qualify for admission.
- C. Staffing will normally consist of a minimum of two qualified employees, one instructor and one aide. The instructor should have training in Early Childhood Education. Program supervision, staff training, clerical support, and fiscal activities will be under the direction of the district office.
- D. Fees will be based upon estimated costs of the program including, but not limited to: staff salaries and benefits, supplies, materials, etc. A reduced fee or fee waiver may be granted when a family's income falls within USDA Child Nutrition Program guidelines.
- E. A non-refundable registration fee covering September through June is due in order to reserve a place in the program.

Fees will be charged on a full-time or part-time basis, with a previously selected minimum of two days per week or nine days per month required for part-time.

Children enrolled in the program are reserving time, space and supplies--whether or not the child attends. No credit will be given for days a child is not in attendance.

- F. Children who are ill or have fevers may not return to preschool until they have been without a fever for a minimum of twenty-four hours and are well enough to participate in indoor and outdoor activities. Parents will be notified immediately if their children become ill or seriously hurt during preschool hours.
- G. Snacks will be served to all preschool students.
- H. Students may be transported on busses based upon the availability of space.

INSTRUCTION

I. Applicable district and building procedures shall apply to this program.

Childcare

When possible the childcare program will support and enrich the regular school curriculum, as well as afford students with a variety of recreational opportunities.

- A. The program will operate twelve hours daily -- 6:30 a.m. to 6:30 p.m. --and remain open throughout the year, except for weekends and national holidays.
- B. The program will be open to the admission of all children ages three to eleven upon payment of tuition. Children must be independent in handling their toileting needs to qualify for admission.
- C. Staff will normally be employed at an average ratio of one adult to every ten children. All staff will be trained and experienced in early childhood education.
- D. Fees will be based upon estimated costs of the program including, but not limited to: staff salaries and benefits, supplies, materials, etc. A reduced fee or fee waiver may be granted when a family's income falls within USDA Child Nutrition Program guidelines.
- E. The district will charge a non-refundable registration fee covering September through August for its childcare program and require immunization records for children not yet school age.

Fees will be charged for the district childcare program on a full-time or part-time basis, with a previously selected minimum of two days per week or nine days per month required for part-time. Drop-in care will also be provided with twenty-four hour notice on a space-available basis.

Children enrolled in the childcare program are reserving time, space, supplies and staffing, whether or not the child attends. No credit will be given for days and a child is not in attendance.

- F. Children who are ill or have fevers may not return to childcare until they have been without a fever for a minimum of twenty-four hours and are well enough to participate in indoor and outdoor activities. Parents will be notified immediately if their children become ill or seriously hurt during childcare.
- G. Snacks will be served to childcare students.
- H. Childcare site will close at 6:30 p.m. Two dollars and fifty cents (\$2.50) will be assessed for any part of each fifteen minutes a child remains past the 6:30 p.m. closing time.