



CRUSADER CARE
EXTENDED DAY PROGRAM
2017-2018

The Crusader Care Program is a before and after school program for students enrolled at Seton Catholic School in Kindergarten through Grade Eight. Professional care, homework help, enrichment and supervision are provided. Families are afforded the opportunity for a Catholic school education and supplementary day care in a Christian environment. Children experience a rich diversity of growth activities planned to complement the philosophy and values of school and family. The Crusader Care will be staffed by qualified adults working together to help each child grow in maturity and self-worth, while maintaining an atmosphere of respect and understanding for others.

Fees are the sole support of the Seton Catholic School Crusader Care Program. It is not subsidized by the school.

Thank you for your continued support of Seton Catholic School.

Mrs. Alestock
Mrs. Alestock
Principal

Mrs. Deemer
Mrs. Annie Deemer
Assistant Principal

Crusader Care Extended Day Program
Wednesday, August 23, 2017 – May 31, 2018

HOURS OF OPERATION

6:45 to 7:45 A.M. and
3:15 to 6:00 P.M.
(*Crusader Care charges begin at 3:30 P.M.*)

EMERGENCIES / SAFETY

With the child's safety and well-being in mind, it is essential that the parent/guardian fill out the emergency medical and release forms and adhere to the instructions given.

Important regulations concerning children leaving the premises of the Crusader Care Program include the following:

- **Parents/guardians are not to take children from the school, playground, or other areas without notifying the staff and *signing out the child*.**
- **Parents/guardians must provide written permission for all special situations when another individual will be picking up children from Crusader Care. Along with written permission, proper identification must be given before the child is released.**
- **In custodial situations, it is required that the custodial parent(s) submit in writing a schedule detailing the dates which each parent/guardian will pick up the child from the Crusader Care Program.**

FEES AND PICK UP

Parental responsibilities include prompt fee payment and prompt pick-up by 6:00 P.M.

Morning and Afternoon	\$10.00	
Morning Only	\$4.00	
Afternoon Only	\$8.00	A late fee of \$2.50 will be assessed for each 15-minute period after 6.00 P.M. Please respect the time of closure.

A registration fee of \$30.00 *per family* is required before child / children can attend the Crusader Care Extended Day Program. A \$30.00 fee will be assessed for all returned checks.

Families will be billed on a quarterly basis for the amount of time the child/children have used the Crusader Care Program. Prompt payment is requested. All school documents (i.e. transcripts, diplomas, etc.) will be withheld until payment is rendered.

ILLNESS OR ACCIDENT

In cases that appear to be of a minor nature, first-aid will be performed on the premises. Medication will not be administered by mouth unless both a written statement from a physician detailing method, amount, and time schedule and a written statement from parent authorizing the staff to assist a child in taking such medication are on file. The medication must be supplied by the parents and the signed form, *Physician and Parent Request for the Administration of Medication by School Personnel*, must be on file.

- In cases that appear serious, Crusader Care staff will make every effort to carry out the instructions as given on the Emergency Medical Form.
- Parents who do not wish their child treated in any way should indicate on the Emergency Medical Form and give directions to be followed in the event of an emergency.
- Parents will be expected to make provisions for sick children to be taken home. The Crusader Care Extended Day Program does not have the facilities for transportation of children.
- If the family does not provide adequate emergency instructions, or if the instruction given cannot be followed at the time of the emergency, the program staff will act according to their best judgment for the welfare of the child.

STUDENT CONDUCT

The Crusader Care Program adheres to the mission, philosophy, and values of Seton Catholic School. Please refer to the Family Handbook for the policies and procedures for the Student Code of Conduct.

HOMEWORK

A homework period is scheduled each day. It is the student's responsibility to acknowledge his/her assignments and to use the resources available. Please notify the Crusader Care staff if your child requires special attention with homework.

SNACKS

For the afternoon session, nutritious snacks will be provided by the Crusader Care Program. Students may bring a snack in the morning. Children with food allergies should have snack supplied by parent/guardian.