

## Extended Day/ After Care Program Information

### Preschool Extended Day Program

#### PS2 Exploration, PS3 Discovery, & PS4 Readiness Classes

The Preschool Extended Day Program provides afternoon care for our young children in a loving and developmentally appropriate environment. Children will play, eat lunch, rest, enjoy outside recess, and participate in varied classroom activities. The program begins on the first day of school and will be available most days of the school year. Some exceptions include noon dismissal days, school holidays, and conference days. Please refer to the school calendar for details.

- **Program Start Time:** noon
- **Care Options:** three or five days/ week  
3:00 PM, 4:30 PM, or 5:30 PM pick-up
- **Registration:** Online registration and \$25/student registration fee is due by June 30th. Upon registration and fee payment, a spot is reserved for your child in the program.
- **Fees and Times:** Fees for extended days will be processed through the school's parent portal (FACTS). *Late pick-ups can be charged a fee of \$25 plus \$1 per minute you are late per child. This includes late pickup from 12:00, 3:00, 4:30, or 5:30 contracted pickup times.*

<b>5 days/week</b>	<b>3:00 pick-up</b>	<b>4:30 pick-up</b>	<b>5:30 pick-up</b>
	\$250/mo or \$2,500/yr	\$375/mo or \$3,750/yr	\$450/mo or \$4,500/yr
<b>3 days/week</b>	<b>3:00 pick-up</b>	<b>4:30 pick-up</b>	<b>5:30 pick-up</b>
	\$185/mo or \$1,850/yr	\$275/mo or \$2,740/yr	\$335/mo or \$3,350/yr

- **Contract Changes:** All requests for changes require a Request for Change form to be completed.
- **Drop-in care:** Available if needed on a temporary basis or in the event of a family emergency. Twenty-four hours' notice is required. Contact Nicole Coulter at 318-213-6331 or by email at [ncoulter@southfield-school.org](mailto:ncoulter@southfield-school.org). There will be a one-time \$25 registration fee/child, payable to Southfield School. Payment for drop-in care will be processed through FACTS.  
**Per Day Rates:** \$35- 3:00 pick-up; \$50-4:30 pick-up; \$60- 5:30 pick-up
- **Lunch in the Classroom:** Lunches may be purchased from the cafeteria or lunches may be sent from home. Lunch provides a wonderful learning opportunity for our young students. Children learn and practice self-help skills, fine motor skills, and appropriate manners during this time. Children will unzip and unfasten lunch boxes, open Ziploc bags, say please and thank you, wipe hands and mouth, and clean up messes. Nutritious lunches brought from home should be ready for children to open and enjoy, empowering them in being self-sufficient. Of course, teachers will be there to assist, as needed. We ask that warm meals are sent in a thermos. **Microwaves will not be available. Carbonated drinks and candy are not permitted in lunch boxes.**
- **Rest Information:** All of our preschool children rest each day because research shows that it benefits children academically, socially, and emotionally. Please send a small blanket labeled with your child's

name. The time for rest varies, depending on the age and needs of the children. Two-year-old classes rest approximately 2 hours. Three and four-year old classes rest for about 1 ½ hours each day. Children are given time to wind down by listening to comforting music. Children are tucked in and backs are patted by teachers to help children relax.

- **Extra Information:** Blankets will be sent home each Friday to be washed and returned the following week. Children that stay past 3:00 will be offered a nutritious snack with additional play time and activities until parents arrive.

## After Care Program

### Grades K-8

The After Care Program provides a supportive and fun environment for families who need care for their children after 3:00 PM. Children will enjoy an afternoon snack followed by activities including: homework time, STEAM activities, crafts, games, and outside time. The program begins on the first day of school and will be available most days of the school year. Some exceptions include noon dismissal days, school holidays, and conference days. Please refer to the school calendar for details.

- **Program start Time:** 3:00 PM
- **Care Options:** three or five days/week  
4:30 PM or 5:30 PM pick-up
- **Registration:** Online registration and \$25/student registration fee is due by June 30th. Upon registration and fee payment, a spot is reserved for your child in the program.
- **Fees and Times:** Fees for After Care will be processed through the school’s parent portal (FACTS). *Late pick-ups can be charged a fee of \$25 plus \$1 per minute you are late per child. This includes late pickup from 4:30 or 5:30 contracted pickup times.*

<b>5 days/week</b>	<b>4:30 pick-up</b>	<b>5:30 pick-up</b>
	\$175/mo or \$1,750/yr	\$280/mo or \$2,800/yr
<b>3 days/week</b>	<b>4:30 pick-up</b>	<b>5:30 pick-up</b>
	\$115/mo or \$1,150/yr	\$200/mo or \$2,000/yr

- **Drop-in Care:** Available if needed on a temporary basis or in the event of a family emergency. Twenty-four hours’ notice is required. Contact Nicole Coulter at 318-213-6331 or by email at [ncoulter@southfield-school.org](mailto:ncoulter@southfield-school.org). There will be a one-time \$25 registration fee/child, payable to Southfield School. Payment for drop-in care will be processed through FACTS.  
**Per Day Rates:** \$25- 4:30 pick-up; \$35- 5:30 pick-up
- **Contract Changes:** All requests for changes require a Request for Change form to be completed.