

2019-2020

TILDENVILLE ELEMENTARY SCHOOL

EXTENDED DAY

Purpose

The Extended Day Enrichment Program offers supervision and a variety of enrichment activities for children in kindergarten through 5th grade. The program is fee-supported by those using its services. Daily activities include homework time, supervised structured play, art, drama, crafts, music, dance, educational hands-on activities and organized team sports.

Safety

Children in the program are carefully supervised. Parents or guardians are expected to sign their children in and out of the Extended Day Enrichment Program. Children are released to persons authorized in writing on the registration form on file with the program. Persons not recognized by the staff will be asked to show identification. Special instructions pertaining to a child's care should be given in writing to the program coordinator. Each Extended Day Enrichment Program has a telephone number for emergency communication.

Hours of Operation

Standard hours of operation are 7 a.m. to 6 p.m. The program operates every day that school is in regular session. At the option of the principal, program services may be offered on teacher workdays, holidays and summer breaks. During these breaks, children may attend the Extended Day Enrichment Program of their choice with the principal's approval.

Fees

The fee schedule for the Extended Day Enrichment Program is uniform throughout the district. Fees are approved by the School Board of Orange County. An annual registration fee of \$10 is required. All fees are weekly whether the child attends full time or part time. Credit cannot be given for absences. If a child is absent for a full week, no charge will be made for that week.

Financial assistance is available through the OCPS scholarship program. For more information contact Aolani.Allen@ocps.net. Fees are due and payable on Monday for the current week. A student will be withdrawn from the program for nonpayment of tuition. The Florida-State Constitution (Article VII, Section 10) requires tuition to be paid in advance. Habitual late payments is reason for dismissal from the program. Late pick-up fees will be charged at the

rate of \$40 per hour (per child) in 15 minute intervals. Habitual tardiness in pick-up of children will result in dismissal from the program.

DUE AT REGISTRATION

1. \$10 Registration fee
2. Deposit (equal to 2 weeks tuition)
3. 1st Week Tuition

payable by card only

Standard Extended Day Fees (K-5)		
<i>Extended Day Sessions</i>	1st & 2nd Child, Each per Week	Each Additional Child
Morning Only	\$15	\$10
Afternoon Only	\$30	\$25
Morning & Afternoon	\$40	\$35

VPK Wrap-around		
Time	Care	Cost per week
7:00-8:45	Before School Extended Day	\$15
8:45-12:15	AM wrap around	\$30
11:45-3:00	PM wrap around	\$30
3:00-6:00	After School Extended Day	\$30

Income Tax Child Care Credit

Expenses for afterschool program services qualify for income tax child care credit. When completing Internal Revenue Service Form W-10, list the name of the dependent care provider as the School Board of Orange County, Florida, followed by the particular elementary school in parentheses. The address for the School Board of Orange County should be listed as P.O. Box 271, Orlando, Florida 32802.

The Taxpayer Identification Number is **59-6000-771**. Weekly receipts are issued and need to be kept for income tax reporting. Annual statements, for tax purposes, are available upon request. Please speak with your child's Program Coordinator.

Insurance

Student accident insurance is provided for each participant. This coverage is in effect only during the Extended Day Enrichment Program. The coverage is extremely limited and generally pays only a limited portion of medical expenses incurred. Parents are encouraged to secure other insurance.

Children with Disabilities

A child with disabilities who receives educational services at a school other than his/her "home" school during the regular academic school year, may attend the Extended Day Enrichment Program at either the child's "home" school or at the school the child regularly attends. Any attendance restrictions (enrollment limits, waiting lists, etc.) apply to all students regardless of handicapping conditions. The program does not offer medical or nursing services.

Emergency /Illness

In the event of a medical emergency, staff members will attempt to contact parents or guardians at the phone numbers listed on the registration form for their specific instructions regarding action to be taken. If parents cannot be reached, the program coordinator will take necessary actions.