

Kids' Care at Burr Elementary School
(203) 522-3553
Federal ID # 20-0705866

Dear Parents,

Thank you for your interest in Kids' Care, Burr Elementary School's licensed before and after school childcare program.

Please read and complete the enclosed documents and return them to Kids' Care at your earliest convenience. It is **very important** that you take the time to complete and return all forms, so your child can participate in the program. Kids' Care is a state-licensed childcare program. It is a mandatory regulation of the State of Connecticut that we keep all of the requested information on file for your child(ren).

Some information you may have regarding the program is following.

- Hours of operation are: Monday through Friday 7:30 a.m. to 8:50 a.m. and 3:25 p.m. to 6:00 p.m.
- Kids' Care will most often be in the All Purpose Room in the morning and the afternoon. Children should be prepared for indoor and outdoor play every day and dress appropriately, including shoes.
- **Parents or guardians must come inside the building to sign their children in AM and out PM of the program. Under Connecticut state law, the program teachers are not allowed to do this.**
- The program runs according to the Fairfield school calendar and is open every day school is in session and closed during school designated vacations, holidays and snow/emergency days. If there are any exceptions to this you will be informed in advance.
- During the teacher conference and teacher development early-dismissal days, Kids' Care will open early upon the end of the half-day. The charge for an early-dismissal day is \$30/15(sib).
- Fees for childcare are currently: Mornings - \$15/10(sib) p/day; and Afternoons - \$20/15(sib) p/day.
Fees are per session, not per hour.
- Checks should be made payable to: Kids' Care Inc.
- There is no charge for school vacation weeks when the program is not in session. **There is also no charge for snow days.**
- **Payment is due on the last day of each week.**
- If you are using the program on a drop-in basis, please email kidscareburr@yahoo.com to reserve your space, no later than 9am on the day of usage. You will receive a confirmation by email. NO reservation needed for AM
- Fees for Drop-ins must be paid on the day of care. **Please note your days of care on your check memo** if you are paying for more than one day, to help with bookkeeping.
- If school opening is delayed, Kids' Care will be in session at 8:45 am that morning.(fees \$20/\$15)
- If school is dismissed early, due to snow, I will make a decision whether or not to open depending upon conditions that afternoon. Check message on Kids Care phone after 10am. Please be certain you have back-up care in the event we must close due to snow.
- **Fees are due if you do not cancel by 9:00 am of the day of usage**, if your child is absent for any reason **other than illness**. You are paying to have the space reserved in the program and filled by your child. We have to cover costs whether your child is in attendance or not. **For early dismissal cancellation must be received by 9:00 am of that day or fees will be charged.**
- Children enrolled in the program for the current year (and their siblings) will be given first chance to enroll for the following school year.

Please contact me if you have any questions at 203 522-3553.

Sincerely,

Rosanne Young, Director