

# 2018-2019 Additions and Changes to Policy

## TK & KINDERGARTEN INFORMATION

**PLEASE NOTE:** From time-to-time, Happy Valley Elementary will alter the Kindergarten class schedules for special events. For example, "...all Kindergarten classes will attend class from 8:15-11:45 due to a field trip...". There is no refund for missed care due to the school altering hours of attendance. Husky House may be able to accommodate these adjusted hours on a limited basis at the Add-on rate of \$10/hour. **Please notify us before an altered-schedule day if your child will not attend. Thank You!**

## REGISTRATION

Priority in registration is determined by factors such as: returning Husky House families, date paperwork was submitted, siblings in the program, number of hours used, and year-round use (minimum of 3 weeks of summer camp). New families are required to complete licensing forms and a registration packet. Children may begin the program as early as space and ratios allow. A \$75.00 materials fee is required per child, upon entrance to the program, regardless of month of enrollment. A family that drops the program and re-enrolls within the same school year will be required to pay a \$25.00 per child re-entry fee.

A waitlist is maintained by the Husky House office and is designed to be as equitable as possible. Names on the list are taken and fulfilled on a "first come, first served" basis. As openings become available, a representative from Husky House will call.

**We regret that no credit may be given for absences due to any reason including: illness, after-school activities such as play dates, enrichment classes, sports, scouts, etc. All school year months (with the exception of August and June) require 100% tuition, regardless of school closure days, early dismissals, vacations, or holidays.**

## SIGNING IN AND OUT

For your child's protection and by law, the actual drop-off/pick up time and full signature must be noted on our roster. If the time or signature is missing you will be billed to opening time (7:30am) for arrival or to closing time (6:00pm) for departure. Infractions of this policy threaten our licensing standing and can result in fines for our center. Repeated offenses may result in the dismissal of a family from the program. To ensure strict adherence to this policy, Husky House will assess the following penalty fees for non-compliance:

1st time: Strong warning about safety issues

2nd time: \$15 penalty

3rd time: \$50 penalty and your school year contract may be terminated

## 2:30, EARLY BIRD KINDERGARTEN TIME BLOCK

In order to help alleviate the Happy Valley afternoon traffic, our 2:30 Kindergarteners will be escorted to the school's main turn-around by 2:15. Husky House staff will help facilitate the pick-up of the 2:30 group. Parents should have their Name Signs visible as they drive up. Our staff will sign-out on the roster on the parents' behalf. For families with older siblings not attending Husky, there is limited availability for an extension of your 2:30 pickup time to allow sibling sign-out. If available, this additional quarter hour is billed with your monthly tuition.