

WEST COVINA CHRISTIAN SCHOOL

DAY CARE PROGRAM

Dear Parents,

Day Care is for those parents who need supervision of their children before and/or after school. Our Child Care is an extension of the school day - Day Care opens at 6:30 a.m. and closes at 6:00 p.m. We provide adult supervision and activities on the school playground. Picnic tables are available for children who want to do homework. A classroom is provided for student use in inclement weather.

When you drop off your child in the morning, your child will be automatically charted into day care by a day care worker. For the safety of your children, we are asking that parents sign their children out in the Day Care office after school. Parents, or parent designate, must initial the pick up time on the sign-in sheet each day. (Children will not be released to anyone who is not listed on their emergency cards.) Please be aware that all children on campus before 8:15 a.m. and after 3:15 p.m. will automatically be signed into, and charged for, day care --no child is left unattended at the parking lot.

Charges for Day Care will be done either on a flat monthly rate or computed at an hourly rate. You may choose to pay for Day Care at one of the following rates:

Single child monthly rate:
\$230.00 per child (grades K-8)

Family Monthly Rates: (more than one child)
\$350.00 per family, per month (grades K-8)

Hourly rate of \$5.00 per hour (*or any portion thereof*) per child.

Any parent may switch billing options (monthly vs hourly) once during any school year, with the exception of June.

There is a penalty charge for any child not picked up by 6:00 p.m. The fee is \$1.00 for the first 5 minutes and \$1.00 per minute thereafter.

Payment for monthly rates are due on the 1st of the month and must be paid in the WCCS office. **All fees become delinquent on the 10th of each month. Make payments to West Covina Christian School.**

If you wish to enroll your child in Day Care please complete the enclosed Day Care Contract and return it on Class Assignment Day or to the school office.

WCCS Administration

