



BEACON EXTENDED CARE PROGRAM

Beacon Christian School is excited to offer our Beacon Extended Care Program (BEC) to families requiring care for their children before and after school hours. Details of the program follow below.

HOURS:

Before School Hours	7:15 a.m. to 8:15 a.m.
After School Hours	3:30 p.m. to 6:00 p.m.

FEES:

MORNING/DAY	ONE CHILD	TWO OR MORE CHILDREN
Morning	\$5.00	\$10.00
Afternoon	\$5.00/hour	\$10.00/hour
DROP IN RATE (without notice)	\$10.00/hour/child	\$10.00/hour/child

Late Fee:

Note that there is a late fee of \$5.00 for every 15 minutes after 6:00 p.m. We will be understanding in extreme weather conditions or emergency circumstances, but please try to pick up your student(s) on time.

Payments:

A monthly invoice will be sent to parents via email. Payment is via pre-authorized withdrawal on the 15th of the month following. Please provide the school with a VOID cheque or complete a pre-authorization form at the office if you have not already done so.

Daily Schedule:

At 3:15 p.m. all students are dismissed outside to the playground. At 3:30 p.m. the bell will ring and those children in the BEC program, as well as those children who have not been picked up, will be directed to the Library. Children will not be left unattended in the front lobby.

Our daily program will include: Attendance, gym, snack, homework room, activities, outdoor play, special activities (including crafts, board games, computer lab, movies, reading time, etc).

We will **meet in the Library** where attendance will be taken. There will also be a sign out sheet for parents/guardians to complete when you pick up your children. The front door is locked at 4:00 p.m. Please ring the doorbell to be let in. It may take a few minutes for us to open the door as we may not be in the library.

Snack and Outdoor Play:

Each day after school, we will have attendance followed by time in the gym or outdoor play. Please ensure that your student has the appropriate clothing for outdoor weather.

Homework Room/Time:

Each day, we will offer a quiet time for students to work on homework for those who choose to participate. Most of the older students will know they need to make use of this time. If you have a younger student that you would like to make use of this opportunity, please let us know. This would also be a time your student can make use of technological devices if they choose.

Gym Activities:

There will be time throughout the week where we may also use the gym. We will have a variety of cooperative games and free time for a variety of sports.

Movies:

Approximately once a week, we will be showing a movie. We have a small collection of movies at the school, but if you own a movie you feel the students would enjoy and would be willing to loan us, please let us know.

Conditions of Use: *The service is a pay by the month service. Attendance will be taken by the Director. It is mandatory for guardians to sign out students of this program. Guardians may use the service on an occasional basis so long as there is room. Payment is due upon receipt of an invoice and parents who do not keep their account current may be denied service.*

PLEASE NOTE: For students whose siblings attend Smithville Christian High and take that bus, the BEC program is available at no charge both before and after school. A completed registration form is necessary before enrolment into the program.



BEACON EXTENDED CARE (BEC) REGISTRATION FORM

The BEC program involves organized, supervised care for students staying before and after school (ie. recreational time either indoors or outdoors, and quiet time to read or complete homework). Interested guardians must register all children annually.

Please indicate your attendance choice by filling in the box (PLEASE CIRCLE):

MORNING:	Days of the week required:	Mon	Tue	Wed	Thu	Fri
AFTERNOON:	Days of the week required:	Mon	Tue	Wed	Thu	Fri
FULL DAY:	Days of the week required:	Mon	Tue	Wed	Thu	Fri
SDCH sibling:	Days of the week required:	Mon	Tue	Wed	Thu	Fri
Optional:	Please keep us on the list for occasional BEC					

Names & Grades of children:

Contact Information:

Parent/Guardian (contact 1) Name: _____

Parent/Guardian (contact 2) Name: _____

Other (contact 3) Name: _____

Home Address: _____

Telephone Numbers:

Home Phone: _____

Contact 1's Work: _____

Contact 1's Cell: _____

Contact 1's Email: _____

Contact 2's Work: _____

Contact 2's Cell: _____

Contact 2's Email: _____

Contact 3's Work: _____

Contact 3's Cell: _____

Contact 3's Email: _____

Emergency Contact & Phone: _____

Other details: (special arrangements, medical information, allergies other).

Please indicate the TIME you are picking up your child(ren) _____

PARENTAL SIGNATURE(S): _____

DATE: _____

Payments:

All payments are done via pre-authorized withdrawal on the 15th of the following month.
An invoice will be sent to you via email.