

## EAGLE CARE PARENT GUIDELINES

**Welcome** to Eagle Care at CCS! We are excited that you are taking advantage of our before school program. Please read and review the guidelines and **turn in** the response form (included in this registration form) to the **CCS Office**.

**EAGLE CARE SUPERVISOR:** Ms Jennie Warner 320.369.4239 Ext. 1010

***WE ASK THAT YOU NOT USE CELL PHONE NUMBERS OF STAFF TO ARRANGE EAGLE CARE.*** If you need to contact Eagle Care personnel DURING Eagle Care hours, please call the numbers listed above *Cell phones will not be answered during Eagle Care hours!*

### **PROGRAM INFORMATION:**

**Hours: Before School:** 6:00 a.m. -7:45 am

**Staffing:** One adult group leader will be in the program every day.

### **LOCATION:**

**A.M. In the Kindergarten Room**

**Use main doors. You will need to call the extension and someone will open the door for you.**

All students must sign in regardless of the time they arrive.

**Billing:** \$5 flat fee for morning Eagle Care. Family cap at \$8 for more than one student. Invoices will be sent to your email address on the first of the month on your CCS Statement.

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**Safety:** It is our mission to keep your child safe while participating in our program. Our Eagle Care Program follows all guidelines/ rules set in the CCS Parent/Student Handbook.

### **EAGLE CARE SIGN UP**

All children must have a schedule for the EAGLE CARE SUPERVISOR by the first of every month. Please be sure to send or drop off to the CCS Office BEFORE the first of the month.

**PLEASE NOTE:** If you sign up for Eagle Care on a particular morning but don't attend, you **WILL BE CHARGED**. We would greatly appreciate a phone call if your plans change and your child will NOT be attending the morning Eagle Care at least 24 hours in advance.

### **EXPECTATIONS:**

Behavior issues will be dealt with using the guidelines of the CCS Parent/ Student Handbook. CCS has high expectations for child behavior and parent support. We expect each child to conform to CCS standards - respecting and honoring the supervisor and others.

- Technology: school rules apply- no cell phones, personal game players etc. Reading tablets are permitted for reading only.

**IN CASE OF INCLEMENT WEATHER- CHECK THE CCS WEBSITE OR CHECK TV.**

**Late Start = A.M EAGLE CARE CANCELLED**

**Early Dismissal = P.M EAGLE CARE CANCELLED**

**NO SCHOOL = NO EAGLE CARE**

07/23/2018

## EAGLE CARE REGISTRATION FORM

Community Christian School’s Eagle Care program is open to all CCS students in Terrific 3’s through 8th grade and will be available on full school days only. There will be no half-day or vacation day care (ex. GrandFriend’s Day). The cost is \$5.00 per hour/ per child (flat fee – cap at \$8 per family). Please fill out the form below to register your child(ren) for the after school care program. Please note if emergency contacts differ from information already on file at CCS.

Questions? Contact: CCS Office 320.369.4239

Parent Name/s: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

Emergency Contact Name/Number: (Please list 2 names/numbers)

1. \_\_\_\_\_ 2. \_\_\_\_\_

### Acknowledgment of Eagle Care Parent Guidelines:

I hereby sign that I’ve read and agree with the guidelines set in place for the Eagle Care program:

\_\_\_\_\_  
 Parent Signature Date

Child’s Name – List all children	Grade	Drop Off at CCS	Days we anticipate using Eagle Care
		<b>AM Drop Off:</b>	<input type="checkbox"/> <b>Monday</b>  <input type="checkbox"/> <b>Tuesday</b>  <input type="checkbox"/> <b>Wednesday</b>  <input type="checkbox"/> <b>Thursday</b>  <input type="checkbox"/> <b>Friday</b>

***PLEASE RETURN TO: CCS 208 East Main Street • Pease, MN 56363***