



**EXTENDED CARE  
GRADES K4 - 12th**

**MISSION**

ECS offers extended care to students K4 through 12th grade, students of working parents only. The ECS extended care program is available Monday through Friday at the Beacon Campus when school is in full session.

- This service is for K4 through 12<sup>th</sup> grade students of working parents only and is offered most days that school is in session. There is limited space availability, so we encourage parents to use this service only when necessary. **ALL** students still on campus are required to be in aftercare at 3:45pm. Hours of operation are 7:00am to 7:45am and Dismissal to 6:00pm at the Beacon Campus and 7:15am to 8:00am at the Colonial Campus. On Wednesday mornings, there is no fee for those arriving **after** 7:45am. Closing time is 6:00pm sharp. A \$15.00 fee is charged per student for each fifteen minutes or fractional part thereof after 6:00pm.
- ECS offers a daily rate for those who wish to pay per use or an annual discounted fee for those who use it regularly. To receive the Annual Rate, families must sign up prior to August 6, 2025. Families who sign up for the annual rate will receive a 15% discount. The monthly fee will take place on the 20th of each month, August through April, and will be handled through FACTS. You must be enrolled in auto-pay with FACTS to qualify for the annual payment. If a family chooses to pay the daily rate, the fee will be charged to your FACTS account on a weekly basis. Once you commit to a payment plan, you may not change your plan within the school year.

Daily Rates	Before and After School
K4-5th Grades	\$14.00/Day
6th-12th Grades	\$10.00/Day

Annual Discounted Rates	Before and After School
K4-6th Grades	\$2142.00 (\$238.00 per month for nine months)
7th-12th Grades	\$1530.00 (\$170.00 per month for nine months)

Please select your payment plan. Once you commit to a payment plan, you may not change your plan within the school year:

Annual \_\_\_\_\_ Daily \_\_\_\_\_

**EXTENDED CARE POLICY K4 - 5th**

- Each student must be checked in and out daily both at the cafeteria and at the recess area.
- No student will be released by staff en-route (i.e. walking from main school to the recess area). Only after students reach their destination will they be released.
- Any and all persons authorized to pick up must be 16 years of age or older to pick up and be listed on the child's file. Anyone else will be refused.
- No authorizations will be accepted over the phone. All authorizations must be in writing from the parent or guardian.
- Persons not recognized by the office personnel will be asked for identification.
- To deter a parent who does not have legal custody of a student from taking them off premises, legal custody papers must be on file at the preschool.

I have read and understood the ECS Extended Care policies and procedures and agree to abide by them.

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

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

**STUDENT INFORMATION**

Student's Name: \_\_\_\_\_  
Last Name First Name Grade

Student's Name: \_\_\_\_\_  
Last Name First Name Grade

Student's Name: \_\_\_\_\_  
Last Name First Name Grade

List any allergies and/or medical information: \_\_\_\_\_

**PARENT INFORMATION**

Father's Name: \_\_\_\_\_ Employer: \_\_\_\_\_

Work Number: \_\_\_\_\_ Cell Number \_\_\_\_\_ Home Number: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Employer: \_\_\_\_\_

Work Number: \_\_\_\_\_ Cell Number \_\_\_\_\_ Home Number: \_\_\_\_\_

**EMERGENCY CONTACT INFORMATION**

Contact #1: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Relationship: \_\_\_\_\_

Contact #2 \_\_\_\_\_ Phone Number: \_\_\_\_\_ Relationship: \_\_\_\_\_

**ADDITIONAL PICK UP CONTACT INFORMATION**

Including the emergency contacts listed above, the following are permitted to pick up my child(ren):

Contact #1: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Relationship: \_\_\_\_\_

Contact #2 \_\_\_\_\_ Phone Number: \_\_\_\_\_ Relationship: \_\_\_\_\_

Contact #3: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Relationship: \_\_\_\_\_

Contact #4: \_\_\_\_\_ Phone Number: \_\_\_\_\_ Relationship: \_\_\_\_\_