

Ace Rules & Procedures

ACE BASICS:

Reminder: Your child's spot **is not secured** until we have your registration form and fee.

PAYMENT:

Registration: \$125 before May 26 and \$150 after May 26

Payment #1 due August 1st and Payment #2 due August 15th. After that all payments are due on the 10th of the month beginning with Payment #3 due September 10th.

WATER BOTTLES:

Please be sure your child has a water bottle, marked with their name. We will provide ice water when playing outside during the hot weather months.

SICK CHILDREN:

Please do not send your child to school if they are not feeling well. If a child becomes ill at ACE you must pick them up immediately. Please make sure you have a back-up plan in case you are at work, etc. This is for the safety of everyone.

All policies and procedures/rules apply to both AM and PM care.

MORNING CARE:

Morning Care will be in the PV Cafeteria, same as last year. **You must park your car and walk your child in the building.** There will be a desk at the door when you come in.

The doors open at 7:00 am. Please do not drop your child off before that time.

They may purchase breakfast at 8:00 am.

AFTERNOON CARE:

Will be held in the Rawlings building as usual. You will pick your child up in the Rawlings front office after you sign them out. Parents will wait in the front entrance lobby and are not allowed beyond the main lobby.

YOU MUST PICK YOUR CHILD UP NO LATER THAN 6:00 PM.

Lynda Wing, Extended Day Coordinator