

St. Joseph School Extended Day Program Information Sheet

When is Extended Day available?

- ❖ Daily from 7:00am-9:00am and 3:20pm-6:00pm
- ❖ Days when there is no school, from 8am-6pm
- ❖ Early dismissal days
- ❖ Selected days during vacation weeks
- ❖ On a drop in basis according to availability

What is the cost?

See attached fees schedule

How many students are in Extended Day?

There are a maximum of 12 students in the morning.

The number of students in the afternoon is flexible, depending upon demand.

There will be no more than 14 students per supervisor.

Where is Extended Day located?

Extended Day is available on the Issaquah campus for both Issaquah and Snoqualmie students. The Extended Day classroom is situated in the larger portable classroom below the church. In addition, Extended Day makes use of the specialist room, the social hall, the playground, and the preschool room.

Who supervises Extended Day?

Supervisors are nurturing adults who have experience working with children.

Morning supervision: Since usage before school is generally lower, one caregiver is provided before school. Space is limited to 12 children.

Afternoon supervision: Two or three supervisors are provided, depending upon demand.

What do the students do during Extended Day?

Extended Day is a time for a variety of unstructured and structured activities. The types of activities include: informal games and play, planned games and activities, art, cooking, outdoor play, snack, and quiet study time. This time is designed to be a time for relaxation, fun, study, and building friendships.

What about snacks and lunches?

A snack is provided each day. Students bring their own lunches on early dismissal days and days when there is no school.

Is there transportation from Extended Day to Snoqualmie?

Bus transportation is available from Extended Day to the Snoqualmie campus each morning, and from the Snoqualmie Campus to Extended Day each afternoon. See the bus information sheet for a schedule of bus transportation expenses.

How do I schedule Extended Day?

For reserved spots: A commitment calendar is sent home at the end of each month to reserve the days that are needed the following month.

For Drop-in: Drop-in Extended Day is provided if there is room available. A sign-up sheet for drop-in Extended Day is in the Issaquah school office. You may not sign up more than 24 hours in advance. (Sign ups can be made by phone.)

What happens if I am late for after-school pick-up?

Students may not be left after school without notice since there may not be any spaces available in Extended Care. If a student is not picked up in a timely manner after school (20 minutes after school ends), the student will be placed in Extended Care (space permitting) and the parent charged \$5 per student per 15 minutes.

When is payment due for Extended Day?

Extended Day charges are billed monthly on the tuition statement. The billing cut-off date is the 20th of each month so that Extended Day charges can be added to your tuition statement by the last day of each month. (Each “month” of use on your tuition statement will include the last 10 days of the previous month plus the first 20 days of the current month.) Like tuition, Extended Day charges are due by the 10th day of the month following use.

Extended Day Late Charges: Late fees are charged at the rate of \$1 per minute after 6 pm. Late fees are also charged at the rate of \$5 per 15 minutes for late pickup at the end of the school day without notice or sign-up for Extended Care.