



Summer Program Policies 2024

Welcome to the Roncalli SonShine Patch Summer Program. We are excited and blessed to have you join us this summer. We are busy planning and prepping for another summer filled with adventure, exploring and learning. Listed below are important details you need to know before our summer program begins.

Dates:

First date open: Tuesday, May 28th

Last date open: Wednesday, August 7th

Closed on: Thursday, July 4th and Friday, July 5th

Hours of Operation:

Monday through Friday, 7:30 a.m. to 6:00 p.m.

We prefer to have your child dropped off by 8:30 a.m. and prefer a pick up time between 5:00-6:00 p.m due to daily scheduling. If you are running late and will not arrive by 6:00 pm, please call and let staff know. For every minute past 6:00 p.m. that your child is here, a \$1/minute late pick-up fee will be charged to your account. After two occurrences a conversation with the Director will occur to determine a plan and continued enrollment in the Summer Program. **All summer care is provided at Roncalli Primary School located at 419 1st Ave NE.**

Sign In and Out System:

You, as the parent, will sign your child in and walk them to their assigned classroom for morning drop off. When you come to pick up your child, we ask you to please remember to check them out before leaving the building through our SmartCare system.

What to Bring:

We have LOTS of toys to play with at the SonShine Patch. Please leave personal toys or items at home. This summer, we will apply a \$15 charge to your first billing statement to cover the cost of sunscreen and bug spray for the entire summer. The sun screen will be 50 SPF. Please bring the following:

- Water bottle labeled with your child's name
- Appropriate shoes and socks for that day's activities. **Please send tennis shoes for play outside and walks.**
- Change of clothes (PreK)
- Small pillow/blanket to use during rest time (PreK)

Dress Code:

Your child may wear sandals but **tennis shoes and socks are recommended.** Please make sure your child has a sweatshirt or light jacket for brisk mornings and their clothes are comfortable and casual. They will get dirty each day as we play and learn, so please don't send them in their "nice" clothes.



Tuition Information:

Tuition payments are PREPAID and due on the **1st of June, July, and August**. A late fee of \$15 will be assessed to your account if payment is not received by the due date. Please be mindful of our policy to avoid late payment fees. We have an auto deduct form available for you if you would like to enroll in that option to avoid missing payment dates. If you were enrolled in auto-deduct during the school year, please let Shelby or Dona know or indicate that on the contract. If you were NOT enrolled in auto-deduct during the school year, please fill out an auto deduct form for our records. Your financial agreement total reflects the number of days specified on your registration form and the total number of days we are open this summer (49 days). If you need care on any additional days please let us know and we will try to accommodate your request. Any additional days will be charged the normal drop in rate. If an account were to become delinquent, this would forfeit a child's registration in the Summer Patch Program.

Discipline:

Our emphasis focuses on positive reinforcement of correct behavior. We will set clear-cut limits and promote respect for the rights of others. Our expectations are simple and clear cut for children ages 3-12. We expect them to respect their friends and teachers. This might be worded differently from room to room, but the message is consistent.

On occasion, there are students who we must remind of the rules continually. We will contact parents when:

- A child shows behaviors, which are consistently disruptive to the rest of the class and/or require constant 1-on-1 supervision by a teacher.
- A child shows aggressive behaviors, which may hurt the other children or staff.
- On occasion, the children exhibit behaviors, which are not age appropriate.

In these cases, the teacher in charge will discuss with the director and use their discretion to call the parent or talk to the parent at pick up time.

Expectations of Parents:

We expect the parents to support the teachers in dealing with discipline issues. At any time, parents may contact the Director to schedule a meeting to discuss what he/she feels is appropriate discipline techniques. We want your child to have a positive experience here at the SonShine Patch, and if for some reason we cannot professionally give this, we may need to reconsider whether the SonShine Patch is the right environment for your child. We will not allow degrading punishments such as: spanking, hitting, pinching, shaking, verbal abuse, threats or restrictions of movements or meals.

Any form of child abuse will not be tolerated and will be reported to the proper authorities in this manner:

- Immediate reporting to law enforcement or Social Services.
- Staff member involved in child abuse/neglect incident will be immediately evaluated on employability.

When hired, all staff reads and signs a statement defining child abuse and neglect and what to do in reporting responsibilities and procedures.

Absent/Sick Child:

If you know your child will be absent on a contracted day, please let the front desk know. This allows us to plan accordingly for trips, snacks, lunch count, supplies, etc. If your child is ill, please call that morning and report it, just as you do during the school year. Our phone # is: **605-225-3460**.

****If your child has a fever, he/she must be fever free for 24 hours before returning WITHOUT the use of fever reducing medicine.**

****If your child is lethargic and unable to participate in regular daily activities, he/she will be sent home.**

Snacks and Lunch:

Snacks will be served twice daily. Morning snack will be served at approximately 8:45 a.m. and afternoon snack will be served at approximately 3:00 p.m.

Lunchtime Solutions, Inc. will be providing hot, nutritious lunches this summer. Lunch will be served daily at approximately 11:00 a.m. The cost is \$3.85/meal. *will change in July

Note: You must write two separate checks for tuition and your meals.

Allergies:

If you choose to send a sack lunch with your child or send treats for a special occasion, ensure all items included are **PEANUT FREE**. We do have children attending our summer program with life threatening peanut allergies so please be mindful and respectful of this school policy to ensure the safety of all our students. If your child's allergy requires an EpiPen, please provide a doctor's note and an EpiPen for when we leave the building. A microwave is NOT available to heat up any sack lunches.

Field Trip T-shirt:

We will be placing an order for SonShine Patch t-shirts that your child will be asked to wear on certain days, especially field trips, so we can easily identify our group when out in the community. We will be ordering a new color this summer and your registration fee includes a t-shirt. If you would like to purchase extra t-shirts, please let Miss Shelby know.

Summer Calendar:

This summer we are going to be scheduling a few outings. Monthly activity calendars will be shared with parents through Class Dojo. Each classroom will have a separate Dojo account which parents will sign up for. A daily schedule of events will be posted on the easel at the front entrance each day. Calendars will be available at school as well. We can send a paper copy home with your child if you prefer.

Our Daily Schedule & Activity Information:

The children will be divided into 5 rooms this year based on age. Our daily schedule will include free choice, outdoor play, gym time, snack time, lunch time, learning/story/reading time, center and activity time, some field trips and so much more. In addition, we are a Christian program so please know faith based activities and daily prayer will be a part of our program too.

Money: When we attend outside field trips, we will ask you to cover any expenses related to those trips that will be billed to your account.

Aquatic Center: We will be heading to the Aberdeen Aquatic Center this summer. We ask that if you have a Season Pass to have a duplicate card made to be brought here so we can keep it here for your child. Otherwise we will ask you to cover the expense of admission into the waterpark, which will be billed to your account.

Youth Sports and other summer activities:

Roncalli SonShine Patch recognizes the importance of having your children involved in activities, with some being during the day. If your child will be leaving during the day to participate in activities, please let the school know. If the children are out of the building for a field trip, parents are responsible for picking up/dropping off at the field trip site and communicating with staff. If a student's classroom is on a field trip and needs to be picked up, they are NOT allowed to stay back at the Primary School. Please use Class Dojo to communicate with your child's teachers.

Our Team:

We have a great group of staff coming together to provide care for your children this summer. We have compiled a nice mix of veteran and new staff members. Each room will have a lead teacher for the summer.

Shelby Braun is our OST Director for Summer and After School programming. Dona Mangan, Roncalli Primary Secretary, will be available throughout the summer at the front desk. Feel free to ask the staff questions and get to know them as we want you to know your child is in good, caring hands when you drop them off each and every day.

"Therefore encourage one another and build one another up, just as you are doing." -1 Thessalonians 5:11

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