



2019-2020



School-based Child Care





Where is the program offered?

P-H-M Kids Club offers before- and after-school child care at ten locations: Bittersweet, Elm Road, Elsie Rogers, Horizon, Mary Frank, Meadow's Edge, Moran, Northpoint, Prairie Vista and Walt Disney Elementary Schools. Madison students in need of after-school care will be transported by school bus to our Elm Road location. Madison families electing to send their child to Elm Road for after school care will need to pick up their child by 6:00 p.m. at Elm Road.

What about food?

During the school year, Penn-Harris-Madison food service provides a light breakfast for all morning Kids Club participants and a snack is offered in the afternoon. The cost of meals is included in the fee.

When is Kids Club available?

Kids Club is open before and after school on every day that school is in session. Full day child care is available for an additional fee during fall, winter, spring and summer breaks. Separate registration forms for break days will be available at all Kids Club locations.

What hours does it operate?

Before-school Kids Club opens at 6:30 a.m. and runs until class begins. After-school Kids Club begins immediately following dismissal and runs until 6 p.m.

When is the program closed?

When school is closed or dismissed due to bad weather or a building emergency, Kids Club is closed. With the exception of fall, winter, spring, and summer breaks, when school is closed, Kids Club is closed. Parents must have an emergency care plan in place in the event of an unanticipated closure of Kids Club.

How is the program supervised?

A Site Coordinator is responsible for the day-to-day operation of each site and child care assistants work directly with the children. The goal is to have approximately one adult for every 15 children. Staff members are certified in CPR and first aid and they are energetic, creative people who love working with children.





How do I register?

Registrations are accepted at any time. Contact the Site Coordinator at the school your child attends during Kids Club hours. You will receive a packet of materials including emergency information forms and a Parent Handbook. All forms must be completed and returned, along with a non-refundable registration fee of \$25 per child 48 hours before your child may attend Kids Club. Payment for the first week of care is due on the day that your child begins the program.

Families who register their students by June 5 for the coming school year will pay a discounted registration fee of \$10 per child.

Registrations may be submitted in person to any Site Coordinator. Registrations may also be mailed to Kids Club at 56219 Currant Road, Mishawaka, IN 46545. Registration forms and the Parent Handbook are available on the P-H-M website: www.phmschools.org/kids-club.

Questions

If you have questions about Kids Club, please speak with your child's Site Coordinator. If you have further questions, please call the Kids Club office at (574) 258-9514 or (574) 258-9587.



What does it cost?

In addition to the annual, non-refundable registration fee of \$25 per child, the following fee schedule is in effect for the 2018–2019 school year when school is in session. All ten schools have the same pricing.

Morning and Afternoon

5 days per week	\$50
4 days per week	\$41
3 days or less per week	\$31

Morning Only

5 days per week	\$31
4 days per week	\$26
3 days or less per week	\$20

Afternoon Only

5 days per week	\$46
4 days per week	\$37
3 days or less per week	\$29

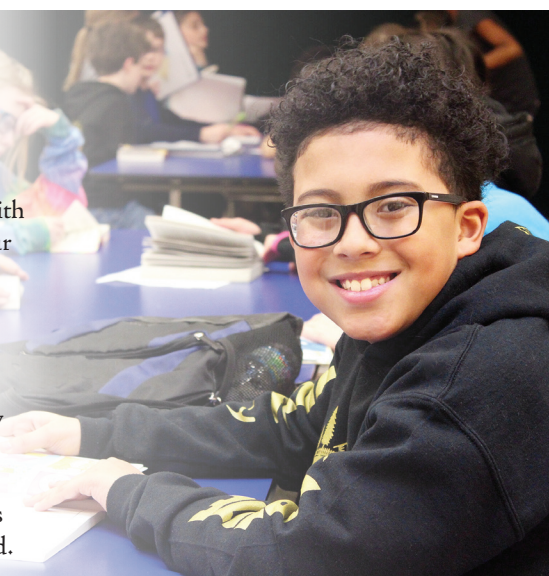
Bittersweet, Elm Road, Elsie Rogers, Horizon, Mary Frank, Meadow's Edge, Moran, Northpoint, Prairie Vista and Walt Disney

Kids Club

Kids Club offers limited financial assistance to families who qualify for the free or reduced school lunch program. For more information, please speak with the Site Coordinator at your child's school. Each family is responsible for the non-refundable \$25 registration fee per child.

Kids Club fees are due every week for that week.

Registration information and all fees are due 48 hours before your child may attend.



Registration Form 2019–2020

This completed form must be on file with Kids Club before your child may attend.

Child's last name _____

First name _____

Grade in 2019–2020 _____

Child has special needs? ☐ Yes ☐ No

Please describe _____

School child will be attending _____

Did you qualify for free or reduced lunch in the 2018–2019 school year?

☐ Yes ☐ No

If not attending Kids Club five days per week, will your child be a car or bus rider?

☐ Car ☐ Bus

Parent or guardian's last name _____

First name _____

Home address _____

City _____ State _____ Zip _____

Home telephone _____

Work telephone _____

Cell phone _____

Email address _____

Child will start attending Kids Club on: _____

Circle school days attending: Morning and Afternoon: M T W TH F

Morning only: M T W TH F Afternoon only: M T W TH F

Schedule changes must be communicated in writing through your Site Coordinator 24 hours in advance. All families are billed for what they signed up their child, until schedule change has been submitted in writing.

☐ Cash \$ _____

☐ Check \$ _____ (payable to P-H-M Kids Club) Check # _____

A \$25 non-refundable registration fee applies to each child being registered. Families who register their students by June 5 for the coming school year will pay a discounted registration fee of \$10 per child.

Kids Club

Penn-Harris-Madison School Corporation
56219 Currant Road, Mishawaka, IN 46545
www.phmschools.org/kids-club





PENN·HARRIS·MADISON

SCHOOL CORPORATION



Kids Club

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