



WILSON SCHOOL CHILDCARE PROGRAM

1-707-765-4363

Wildcat Welcome

Wilson School is pleased to offer a convenient, nurturing and safe place for students before and after school hours. Our program provides a variety of supervised age-appropriate activities which include arts and crafts, computer experience, outdoor recreation and structured time for assistance to work on their homework.

Mission Statement

We intend to enrich minds, appreciate individuality and inspire peaceful cooperation in a nurturing and safe environment.

Program Hours

We are open from 7:00 am until 6:00 pm daily, Monday-Friday and will operate on the same calendar as the school calendar. The childcare will not be open during school holidays or winter or spring breaks. We close promptly at 6:00 pm. A late fee of \$1.00 per minute (6:01) will be charged to your account for each additional minute thereafter.

Contracted Plans For School Year Sessions

We offer contracted care sessions in hopes of meeting the varied needs of our families.

- Before School Care (7:00 – 8:15)\$ 7.50
- After School Care (2:40 – 4:30)\$ 7.50
- Late Afternoon Care (4:30 – 6:00)\$ 7.50
- Wednesday Care (1:40 – 4:30).....\$12.50

Drop –In Care: \$10.00 hour

This rate is for those who choose not to register/contract. Call or come in to confirm space availability. There is a one-hour minimum charge for all drop-ins.

Annual Enrollment Fees

Completed online registration forms and an enrollment deposit fee of \$40 per student are required for enrollment in Wilson School Childcare. It is very important that you keep your completed Childcare information updated in our online program throughout the year which might include any changes made to your address, phone numbers (especially work and emergency numbers), and the names of people other than parents who may pick up your child or who are to be called if your child is ill.

Payment Policies

- Please make your check payable to Wilson School Childcare and reference your child's name on the memo line.
- There will be a \$14.00 service charge on returned checks and the check will need to be replaced with cash or money order.
- Invoices will be sent out at the end of each month and must be paid within 30 days.
- Students are billed based on attendance from the sign-in/out Bright Wheel program.
- Payment can be turned into the office or paid online through Bright Wheel.
- Billing will be done by Beth Molinari in the office. Any questions regarding billing/payment please call her at 1-707-765-4340. Her office hours are generally between 9am-12pm. Email is the best way to reach her at bmolinari@wilmarusd.org.

Cancellation/Absences and Changes

Twenty-four-hour advance notice is required for students who will be attending on days not marked on the contract plan. Please call or message through Bright Wheel if you are sending your child to aftercare if no notice was given.

Signing In and Out

State law requires that upon arrival and pick-up, you or an authorized person are to sign your child in and out through Bright Wheel, either by phone or by electronic device on school grounds. We will require that person to show identification.

Medication

We are not allowed to administer or dispense medications (even over the counter ones) unless the following regulations have been met:

1. Written authorization from a physician that includes student's name, medication name, dosage and frequency of dose.
2. All medications must be kept in the original container labeled with the student's name, medication name, dosage and frequency.
3. All medications and authorizations must be renewed each school year.

Children exhibiting signs of illness such as an extremely runny nose, fever, diarrhea, vomiting, etc., will require a parent/authorized person to pick up the child as soon as possible.

Behavior

Students are expected to demonstrate the same high level of respect and cooperation that is expected during the school day. Personal phone use is prohibited during childcare hours. The same policy for electronic devices for Wilson School is enforced during care hours. Behavior deemed unsafe, disrespectful or irresponsible by the childcare staff may result in your child being sent home and not allowed to return.

Communication

Please feel free to discuss any problems your child may have with our staff. It is helpful for us to know if something is happening in your child's life. Feel free to message or call Mena Anacleto through the Bright Wheel app or phone number

Parent Involvement

Please feel free to visit and observe the childcare center at any time. Your input is always appreciated.