



Manzano Day School **Extended Day Childcare Program**

The Extended Day Childcare Program is for families who need care for their children on a regular or as-needed/emergency basis. This service provides an afternoon snack, recreational play and age-appropriate activities. It is a state requirement that upon arrival to the Extended Day facility, you (the parent or guardian) must sign your child into the program each morning and out of the program each afternoon. Children will not be released to anyone other than those who have been listed on the child's Manzano Day School contact form unless we receive written permission from the family and/or guardians to do so. Along with the written permission slip, this individual will also need to provide a picture ID.

The Extended Day Childcare Program Staff are First-Aid and CPR trained and certified each year. Students are supervised by caring, supportive staff with experience working with children in both small and large group settings; several staff members have worked in the childcare program for many years.

All Manzano Day School students are automatically registered to attend the Extended Day Childcare Program on a half-hour and an hourly rate for regular school days. Many times, families are late picking up their children because of traffic delays, car trouble, etc. The Extended Day Childcare Program is readily available in the event that parents are delayed. Please note: All children on campus without supervision by an adult family member or guardian before 8:15 a.m. or after 3:30 p.m. will be placed in the Extended Day Childcare Program and the child's family will incur a childcare fee.

Morning Extended Day Childcare Rates: An hourly rate or a monthly rate will be applied for students attending the morning session.

Afternoon Extended Day Childcare Rates: An hourly and half hour rate or a monthly rate will be applied for students attending the afternoon session.

Half-Hour and Hourly Rates: The Half-Hour and Hourly Rates are used in the afternoon session. These same fees apply to special days that are not regular school days. (Registration for these days take place on a first come first reserved basis. Registration forms for these days are found on the website).

Monthly Rates:

The monthly rate is non-refundable if your child does not attend the full month. Children registered at the monthly rate receive a 15% discount on the Sensations Workshops program.

The morning monthly rate will have fees that differ from month to month depending on the total number of service hours you have used. For 10 (ten) hours or less, the morning monthly rate is \$68.00; for over 10 hours, the morning monthly rate is \$106.00. * Please Note: Changes to your billing status (monthly or hourly rate) can only take place at the end of the month prior to the next monthly billing cycle.

Extended Day Morning Session	Extended Day Afternoon Session
7:15 – 8:15 a.m.	3:30 – 6:00 p.m.
🍏 Hourly Rate: \$8.10 per hour or any portion thereof	🍏 Half-Hour Rate: \$4.25 per half hour or any portion thereof
🍏 Monthly Rate: \$68.00 per month (10 hours or less) or \$106.00 per month (over 10 hours)	🍏 Hourly Rate: \$8.10 per hour or any portion thereof
	🍏 Monthly Rate: \$290.00 per month

Extended Day Childcare is also available for some of the Manzano Day School’s parent education nights. Many of these sessions are scheduled to begin at 6:30 p.m. On these nights, Extended Day ends its regular session promptly at 6:00 p.m. so that the staff can prepare for the next shift. Childcare for the parent education session begins promptly at the scheduled time and not before.

The Extended Day Childcare Program is closed during most major holidays and school breaks. Please check the Friday Bulletin for information on the days that Manzano Day School is closed and for any other information about The Extended Day Childcare Program.

For more information about The Extended Day Childcare Program, please refer to your Family Handbook or contact Michael Escobedo at 243-6659 ext. 420.