

Payments

Daycare payments are due as they appear on the calendar provided with the registration form. Payment are expected to be done online by the **last week of the month.**

Should the previous month's payment not be received in full, parents will be required to settle the outstanding account prior to sending their child back to Daycare. Parents with outstanding balances will not be able to register their child for Ped Day activities or Daycare for the following year.

Tax receipts will be issued in February to the parent who makes the payment. (you can find the payer's file number above the name of the parent)

Sign In/Sign Out

Parents are expected to come in with their child(ren) and sign them in each morning; as well they are expected to sign them out in the afternoon. **Late Fees: \$5.00 per 10 minutes**

Please refrain from using your cell phone when dropping off or picking up your child(ren) as they require your full attention at these key transition times.

Emergency Closures

If the school board should announce a school closure, the daycare may be close or open. The announcements will be posted on the School Board's website, FB page, as well as on the radio with the information regarding the daycare status. You may also phone the school board to get the automatic message at 450-621-5600.



Sir Wilfrid Laurier School Board

**235 Montée Lesage
Rosemère, Québec
J7A 4Y6**

**Phone: 450-621-5600
Fax: 450-621-7921
E-mail:swlauriersb.qc.ca**



COMMISSION SCOLAIRE SIR-WILFRID-LAURIER
SIR WILFRID LAURIER SCHOOL BOARD

Franklin Hill Daycare

2021-2022

1111 Basile-Routhier

Repentigny, Québec

J5Y 4C8



Operating Hours:

AM: 6:30-9:10

PM: 3:50-6:00

Ped. Days: 7:00-5:15

**Josée Pomminville
Daycare Technician**

**Email: jpomminville@swlauriersb.qc.ca
Tel.: 450-470-0755 ext. 7921
Fax.: 450-470-9734**

Daycare Information

Welcome to Franklin Hill Daycare, which is a MEES subsidized Daycare service, therefore the MEES fees are in effect. Sporadic students who are not registered will pay a fee determined by the administration and accepted by the school's Governing Board. Your child(ren) must be registered and attending by September 30, in order to benefit from the MEES allocations.



Philosophy and Goals

- To ensure the safety and well-being of the child
- To provide physical, art and recreational activities that contribute to the child's overall development
- To help and encourage social skills such as cooperation and respect
- To provide each child with a safe, fun and relaxing Daycare environment

Along with the philosophies and goals of our school, the Daycare staff will give your child(ren) the care and tools to begin and end his/her day in a positive way.

Bussing

Bussing is not available to students who attend Daycare 5 full days a week (AM&PM). For all other students, schedules must be pre-determined for bussing throughout the school year.

Regular Daycare Users

A *regular Daycare user* **attends** Daycare at least 3 days a week, every week. The fee for a regular user is \$8.50 per day per child. **The payer is expected to pay for the number of days for which their child has been registered; there will be no reimbursement for days absent.**

Regular 5 day users do not pay lunch supervision fees.

Regular 4 day users pay 20% of lunch supervision fees.

Regular 3 day users pay 40% of lunch supervision fees.

If at any time during the school year you no longer need Daycare services, you will be responsible to pay supervision for the remainder of the year.

Homework:

There will be a 30-minute homework/study period every day from Monday to Thursday for Grades 1-6. However, homework completion, follow-up and agenda signatures remain the responsibility of the parents.

Breakfast and Snacks:

Students can eat breakfast provided by parents from 6:30-7:00. We cannot microwave any food.

It is up to the parents to provide a healthy lunch as well fruit and healthy snacks for before and after school daycare.

Attendance:

The Daycare educators will take attendance every day.

If there are any changes on scheduled Daycare attendance,

parents must advise the Daycare Technician by e-mail

or with a written note. For safety purpose, no daily changes will be accepted.

(Daycare and School are 2 different entities)

Any changes to the schedule **requires a 2-week written notice.**



Sporadic Daycare Users

A sporadic registered user attends Daycare a maximum of 2 days per week. The fee for a sporadic user is **\$17.00 per day** whether they attend morning, afternoon or both. **This fee must be paid the day the child attends.** The request must be forwarded by e-mail to the Daycare Technician at least 48 hrs before the needed date.

Pedagogical days

The hours are from **7:00AM-5:15PM.**

There will be no school bus services on these days.

A planned activity for each Ped Day may be spent in school or out on a field trip.

There is only one choice per ped. Day.

The base fee is **\$16.50** plus an activity fee.

These fees are not refundable.

An invitation letter will be e-mailed to parents 2 weeks prior to the date and must be returned signed, with payment no later than the deadline. **Registration will not be accepted after this date.**

For Ped Day field trips, spaces on the bus are limited, therefore registration will be on a first come first served basis.

Children must wear a green Daycare t-shirt provided by the daycare.

Children must have a pair of shoes for Daycare as they will not be permitted to go to their classes to get their shoes. Outdoor shoes are permitted in Daycare.

