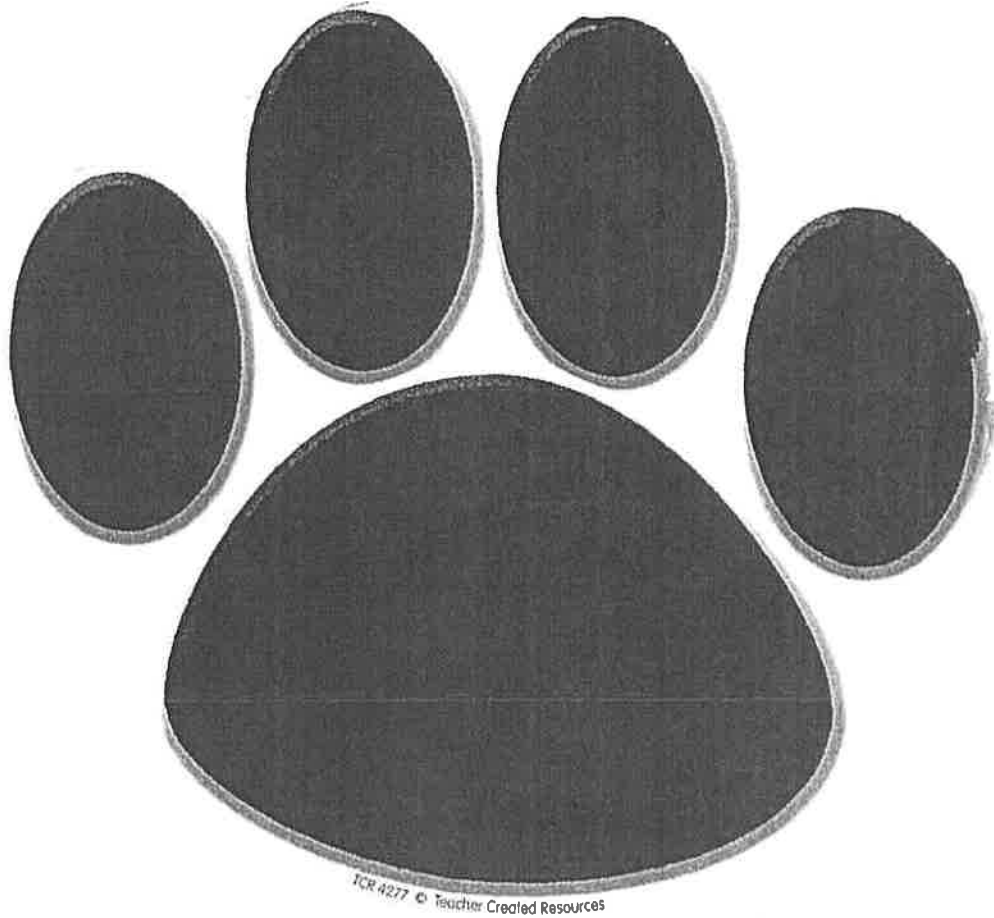


**BRIARWOOD ELEMENTARY
BEAR DEN
AFTER SCHOOL CARE PROGRAM**



**BRIARWOOD ELEMENTARY
14901 S. HUDSON AVENUE
OKLAHOMA CITY, OK 73170
735-4110**

WHAT IS BEAR DEN?

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Bear Den is an after-school care program that allows children to stay at school.

This convenient program is affordable and offers premium care for children in grades K-6.

Healthy snacks are provided after school.

Each day has planned activities outdoors, in the computer lab, and in the cafeteria.

Bear Den maintains a fully trained staff that will provide a safe, caring environment for all children.

PAYMENT SCHEDULE

\$82.75/week AM/PM

\$54.00 PM ONLY

\$33.00 AM ONLY

10.00 DROP-IN RATE AM OR PM 15.00 AM&PM

Pro-rated \$16.55/day (WHEN SCHOOL IS NOT IN SESSION)

Tuition is based on the number of days school is in session each week.

A non-refundable enrollment fee of **\$30.00** for the first child, plus \$15.00 for each additional child, will be charged per school year.

Operating hours: 7:30 a.m. – 8:45 a.m. & 3:51 p.m. – 5:51 p.m.

Bear Den will be closed:

August 13 – FIRST DAY

September 7 – Labor Day/No School

September 21 – Teacher In – Service/No School

October 15 – Parent/Teacher Conf./No School

October 16 – Fall Break/No School

November 23 - 27 – Thanksgiving/No School

Dec. 21 – Jan. 1 - Winter Break-No School

January 4 – Record Day/No School

January 18 – MLK Day/No School

February 15 – Work Day/No School

March 12 – P/T Conf./No School

Mar. 15-19 – Spg. Break/No School

May 20 – LAST DAY

BEAR DEN AFTER SCHOOL CARE PROGRAM

Policy and Procedures

Departure

- Children **must be** picked up by 5:51 pm.
- Children must be signed out.
- For any child picked up after 5:51pm, a **late charge of \$5.00 per minute** will be added to your next payment.
- In the event a child is not picked up by 6:15 pm, and no phone call has been received by staff, the proper authorities will be notified that the child has been abandoned.

Payment Policy

- All fees are due by the 1st of each month or payable every Monday. A **\$5.00 per day late fee** is assessed each day a payment is late. Anyone past due five or more school days will not be allowed to participate until all tuition and late fees are paid.
- There is no reduced rate for children who are ill or absent. If a child has an extended illness (2 weeks or more) contact the Director to discuss necessary financial arrangements.
- Should the school close due to inclement weather, you will not be charged for the day.
- The charge for returned checks will be \$20.00. After a returned check, only money orders or cash will be accepted. A child cannot participate if a returned check has not been taken care of within five days.

Guidance and Discipline

- Bear Den agrees to provide a safe, fun program for students who need after school care.
- All Briarwood school policies will be followed during Bear Den hours.
- Bear Den reserves the right to refuse service to a child who is unable to cooperate with staff and/or other students or is destructive to property.

Outdoor Play

- Outdoor time is planned daily unless weather is severe.
- All children will go outdoors. If your child is healthy enough to be at school, they are healthy enough to participate in outdoor activities.

Emergency Procedures

- In case of severe injury or acute illness, 911 will be called and the parent/guardian will be notified immediately.

